

KENTUCKY BOARD OF ALCOHOL & DRUG COUNSELORS  
REGULAR BOARD MEETING MINUTES – November 14, 2023

A regular meeting of the Kentucky Board of Alcohol and Drug Counselors was conducted on Tuesday, November 14, 2023, at 10:00 a.m. online via Zoom video communication platform and at 500 Mero Street, Frankfort, Kentucky.

MEMBERS PRESENT

Tim Cesario, Chair  
Karyn Hascal, Vice Chair  
Dr. Stephanie Raglin  
Leon Heaton  
David Gearheart  
Robert Durham

DEPARTMENT OF PROFESSIONAL LICENSING

Kristen Lawson, Commissioner  
Daniel Leffel, Board Attorney  
Lyndsay Sipple, Section Supervisor  
Lisa Traylor, Board Administrator  
Nicolette Sharp, Board Administrator  
Courtney Cook, Finance

OTHERS IN ATTENDANCE

Amanda Kemp

MEMBERS NOT PRESENT

CALL TO ORDER

Mr. Cesario called the meeting to order at 10:08 a.m.

MINUTES

- Mrs. Hascal made a motion to approve October 6, 2023, regular board meeting minutes. Motion was seconded by Mr. Durham, and the motion carried unanimously.
- Mr. Durham made a motion to approve the October 11, 2023, Reciprocity and Credentialing Committee meeting minutes. Motion was seconded by Mr. Heaton, and the motion carried unanimously.
- Mrs. Hascal made a motion to approve October 20, 2023, Reciprocity and Credentialing Committee meeting minutes. Motion was seconded by Mr. Durham, and the motion carried unanimously.

DPL REPORT

No Report.

OLD BUSINESS

- Mrs. Traylor informed the board that the FAQ sheet was submitted to IC&RC for review and approval for the Certified Clinical Supervision credential.

NEW BUSINESS

- Mrs. Hascal made a motion to allow DPL staff to approve Re-Examination applications, supervision annual documents, CEU applications, and removal of supervisors. Motion was seconded by Mr. Heaton, and the motion carried unanimously.

COMPLAINTS COMMITTEE

- Mrs. Hascal made a motion to accept the complaints committee's recommendations as listed below.
  - 2020-09. Request to continue abeyance in place until diversion is complete.
  - 2023-08. Re-Send letter to complainant.
  - 2023-10. Recommend agreed order along specified terms.
  - 2023-11. Counsel to contact attorney of record.
  - MM. Deferred for more information.
- Motion was seconded by Mr. Durham and motion carried unanimously.

REVIEW COMMITTEE

- Mrs. Hascal made a motion to adopt the review committee's recommendations. Motion was seconded by Dr. Hascal, and the motion carried unanimously.

#### APPLICATION REVIEW

- Dr. Raglin made a motion for closed session pursuant to KRS 61.810(1)(j)(k) for application review. Motion seconded by Mr. Heaton, and the motion carried unanimously. The Board entered closed session at 10:26 a.m.
- Mrs. Hascal made a motion to enter open session at 10:53 a.m. Motion was seconded by Mr. Durham and the motion carried unanimously.
- Mr. Durham made a motion to approve the credentialing applications that were submitted via mail. Motion was seconded by Mr. Heaton, and the motion carried unanimously.
- Mrs. Hascal made a motion to approve the credentialing applications submitted via eServices as reviewed. Motion was seconded by Dr. Raglin, and the motion carried unanimously.

#### LEGAL COUNSEL REPORT

- No report

#### TRAVEL AND LODGING

- Dr. Raglin made a motion to accept travel and lodging for the November 14, 2023, meeting. Motion was seconded by Mrs. Hascal, and the motion carried unanimously.

#### NEXT MEETING

- Reciprocity and Credentialing Committee meeting, Tuesday, November 28, 2023 @ 9:00 a.m.
- Regular meeting, Friday, December 1, 2023 @ 10:00 a.m.

#### ADJOURN

- Mrs. Hascal made a motion to adjourn at 11:21 a.m. Motion was seconded by Mr. Heaton, and the motion carried unanimously.