

KENTUCKY BOARD OF ALCOHOL & DRUG COUNSELORS  
REGULAR BOARD MEETING MINUTES – October 6, 2023

A regular meeting of the Kentucky Board of Alcohol and Drug Counselors was conducted on Friday, October 6, 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

DEPARTMENT OF PROFESSIONAL LICENSING

Kristen Lawson, Commissioner  
Daniel Leffel, Board Attorney  
Lyndsay Sipple, Section Supervisor  
Lisa Traylor, Board Administrator

OTHERS IN ATTENDANCE

Erik Hutchinson  
Dennis Hall  
Samantha Jones

MEMBERS NOT PRESENT

David Gearheart  
Robert Durham

CALL TO ORDER

Mr. Cesario called the meeting to order at 10:01 a.m.

MINUTES

Dr. Raglin made a motion to approve September 8, 2023, regular board meeting minutes. Motion was seconded by Mrs. Hascal and the motion carried unanimously.

Mrs. Hascal made a motion to approve the September 27, 2023, Reciprocity and Credentialing Committee meeting minutes, and Mr. Heaton seconded, and the motion carried unanimously.

DPL REPORT

No Report.

OLD BUSINESS

- Mrs. Traylor informed the board that Mrs. Hascal's travel for the Fall IC&RC meeting was approved.

NEW BUSINESS

- Mrs. Traylor presented the board with the requested FAQ sheet to send to IC&RC for the CCS credential. The board asked Mrs. Traylor to make adjustments to multiple bullet points on FAQ sheet and then submit to IC&RC.

COMPLAINTS COMMITTEE

Complaints Committee was moved to meet in November due to losing quorum.

REVIEW COMMITTEE

Mr. Heaton made a motion to adopt the review committee's recommendations, Mrs. Hascal seconded, and the motion carried unanimously.

APPLICATION REVIEW

- Mrs. Hascal 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 10:21 a.m.
- Mrs. Hascal made a motion to enter open session at 11:40 a.m. Dr. Raglin seconded, and the motion carried unanimously.
- Mrs. Hascal made a motion to approve the credentialing applications that were submitted via mail, Mr. Heaton seconded the motion and the motion carried unanimously.
- Mrs. Hascal made a motion to approve the credentialing applications submitted via eServices as reviewed, Dr. Raglin seconded the motion and the motion carried unanimously.

LEGAL COUNSEL REPORT

Attorney Leffel informed the board that the plan was to change current language associated with the CADCAI and CADCAII, such as, adding legal obligation and status on the application.

#### TRAVEL AND LODGING

- Dr. Raglin made a motion to accept travel and lodging for the October 6<sup>th</sup>, 2023, meeting. Mrs. Hascal seconded the motion. The motion carried unanimously.

#### NEXT MEETING

- Regular meeting, Friday, November 3, 2023
- Mrs. Hascal made a motion to delegate authority to the Reciprocity and Credentialing committee to approve and vote on behalf of the full Alcohol and Drug Counselors Board. Dr. Raglin seconded the motion and the motion carried unanimously.

#### ADJOURN

Dr. Raglin made a motion to adjourn at 11:45 a.m. and Mrs. Hascal seconded the motion. The motion carried unanimously.