

KENTUCKY BOARD OF ALCOHOL & DRUG COUNSELORS  
REGULAR BOARD MEETING MINUTES – September 6, 2024

A regular meeting of the Kentucky Board of Alcohol and Drug Counselors was conducted on Friday, September 6, 2024, at 10:00 a.m. online via Zoom video communication platform and at 500 Mero Street, Frankfort, Kentucky.

MEMBERS PRESENT

Karyn Hascal, Chair  
Dr. Stephanie Raglin, Vice Chair  
Leon Heaton  
Robert Durham  
Danielle Matlock

DEPARTMENT OF PROFESSIONAL LICENSING

Kristen Lawson, Commissioner  
April Alsabrook, Section Supervisor  
Lisa Traylor, Board Administrator  
Daniel Leffel, Board Attorney  
Niki Sharp, Board Administrator

OTHERS IN ATTENDANCE

Aja Gibbs  
Bobby Hill  
Karen Spears  
Latoshia Rabourn  
Ruth Hutchinson  
Tina Ebenstein

MEMBERS NOT PRESENT

David Gearheart

CALL TO ORDER

- Mrs. Hascal called the meeting to order at 10:00 a.m.

MINUTES

- Mr. Heaton made a motion to approve August 2, 2024, regular board meeting minutes. Motion was seconded by Mrs. Matlock, and the motion carried unanimously.

DPL REPORT

- No report.

OLD BUSINESS

- Mr. Heaton made a motion to select Cassandra Minton as Peer Support Specialist of the year. Motion was seconded by Mrs. Matlock, and the motion carried unanimously.
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NEW BUSINESS

- Mr. Leffel to draft language to change 50% live or in person CEU training in Regulation.

COMPLAINTS COMMITTEE

- The Complaints committee made a motion to accept the complaints committee's recommendations as listed below.
  - 05. Send second letter.
  - 06. Send second letter.
  - 07. Send second letter.
  - 08. Send second letter.
  - 09. Refer to investigation.
  - 10. Agreed order.
  - 11. Dismiss
  - 12. Dismiss
  - 13. Send second letter.
  - 14. Send second letter.
  - 15. Send letter to supervisor for follow-up.
  - 16. Send second letter.
  - 17. Discuss at a later time.
- Motion was seconded by Mrs. Matlock, and the motion carried unanimously.

#### REVIEW COMMITTEE

- The review committee made a motion to accept the review committee's recommendations. Motion was seconded by Mrs. Matlock, and the motion carried unanimously.

#### APPLICATION REVIEW

- Mr. Durham made a motion for closed session pursuant to KRS 61.810(1)(j)(k) for application review. Motion was seconded by Dr. Raglin, and the motion carried unanimously. The Board entered closed session at 10:32 a.m.
- Mrs. Matlock made a motion to enter open session at 12:12p.m. Motion was seconded by Dr. Raglin, and the motion carried unanimously.
- Mr. Heaton made a motion to approve the credentialing applications that were submitted via mail. Motion was seconded by Mrs. Matlock, and the motion carried unanimously.
- Mr. Heaton made a motion to approve the credentialing applications submitted via eService's as reviewed. Motion was seconded by Dr. Raglin, and the motion carried unanimously.

#### LEGAL COUNSEL REPORT

- CCS Regulation awaiting approval.

#### TRAVEL AND LODGING

- Mrs. Matlock made a motion to accept travel, Per Diem, and lodging for the September 6, 2024, meeting. Motion was seconded by Mr. Heaton, and the motion carried unanimously.

#### NEXT MEETING

- Regular meeting, Friday, October 4, 2024 @ 10:00 a.m.

#### ADJOURN

- Mr. Heaton made a motion to adjourn at 12:16 p.m. Motion was seconded by Mrs. Matlock, and the motion carried unanimously.