

KENTUCKY BOARD OF ALCOHOL & DRUG COUNSELORS
BOARD MEETING MINUTES
April 1, 2022

A regular meeting of the Kentucky Board of Alcohol and Drug Counselors was conducted on Friday, April 1, 2022, at 10:00am online via Zoom video communication platform and at 500 Mero Street, Frankfort, KY.

MEMBERS PRESENT

Tim Cesario, Chair
Bruce Dudley
Stephanie Raglin
Kristi Elrod
Karyn Hascal

DEPARTMENT OF PROFESSIONAL LICENSING

Daniel Leffel, Board Attorney
Tasha Stewart, Section Supervisor
Miranda Guarneri, Board Administrator

OTHERS IN ATTENDANCE

Jeremy Jones
Robert Clemons
Mark from IC&RC

MEMBERS ABSENT

Leon Heaton
David Gearhart

CALL TO ORDER

Mr. Cesario called the meeting to order at 10:07 am

MINUTES

Ms. Hascal made a motion to approve February 4, 2022, meeting minutes. Ms. Raglin seconded the motion, and the motion carried unanimously.

FINANCIAL REPORT

The Board reviewed the January and February financial statements.

DPL REPORT

- The State of Emergency ended March 21, 2022. DPL has adjusted renewals for a 90-day extension ending on June 19, 2022. The grace period for renewals ends on September 17, 2022. Temporary telehealth ends on May 15 with no renewal or extension.
- The DPL memorandum of legal services starts on July 1, 2022, for 148k per year, 297k for 2 years. Motion to approve the MOA was made by Ms. Raglin and seconded by Ms. Elrod and the motion carried unanimously.
- Ms. Hascal made a motion to approve The Office of Legal Services MOA and Mr. Dudley seconded and the motion carried unanimously.
- State email addresses (@ky.gov) will be assigned to board members to process open records, etc.
- IT is working on Continuing Education functionality which will allow licenses to add CEs throughout the year. Renewals will pick up the CE from the eServices system.
- Continue with hybrid meeting schedule to include zoom and in person meetings.
- 22 legislative session contains a senate bill regarding grandfathering for current license holders. Mr. Cesario noted that on Tuesday of this week, the bill was combined with another group of legislation. If it doesn't pass, we need to consult with the legal team to try to keep this process going.
- HB 91 – governor legislation that would require that there be no application fee or renewal fee for military members and their spouses. We will need to change the forms and we must resubmit it to the legislature.

LEGAL COUNSEL REPORT

- Mr. Leffel stated that our request is on the agenda at LRC on April 15, 2022. The LRC comments are grammatical and drafting changes. The Children's Alliance proposed to fix an error saying an applicant is to sign a form and they want a supervisor to sign the form instead.
- Ms. Hascal made a motion for the ADC to accept the LRC cosmetic changes but not The Children's Alliance changes and authorizes our attorney to effectuate this motion. Ms. Elrod seconded the motion and the motion carried unanimously.

OLD BUSINESS

- Mr. Dudley made a motion to go to closed session at 10:28am to speak with applicants. Ms. Elrod seconded the motion and the motion carried unanimously.
Ms. Hascal made a motion to enter back into an open session and Ms. Elrod seconded and the motion carried unanimously.
- Old applications in eServices – when should we delete? The Board should send correspondence to the applicants and then if we don't hear back, we can delete. After 6 months we should purge. Motion made by Ms. Hascal, pending Mr. Leffel's review and research, to give the board permission to send a letter to all applications that are 6 months old, if no action has been taken in 6 months, we purge. Ms. Elrod seconded the motion and the motion carried unanimously. Ms. Hascal made a motion to amend the 6-month time frame to 12 month time frame. Ms. Elrod seconded, and the motion carried unanimously.

NEW BUSINESS

- Mark from IC&RC spoke on applications for a new credential: Certified Clinical Supervisor. We would use IC&RC for this credential and it would be a small fee. IC&RC asks for \$35 per person. No test needed. Membership is \$2.50.
- IC&RC Spring meeting is in Las Vegas on June 21st and 22nd. 21st and 22nd of June.
- Mr. Cesario made a motion to accept the Intervention/Prevention Services Contract and Ms. Elrod seconded and the motion carried unanimously.
- Mr. Cesario made a motion to accept the Investigator Contract and Ms. Elrod seconded and the motion carried unanimously.
- Ms. Raglin made a motion to hold an orientation with the administrator and a member of a Board when a new member is appointed to the ADC Board. Ms. Elrod seconded and the motion carried unanimously.

COMPLAINTS COMMITTEE

20 19 -13 – 20 20 -11 – ONGOING.
20 20 -9 – ONGOING.
20 2 1-1 – ONGOING.
20 2 1-3 – ONGOING.
20 21-4 – ONGOING.
20 21-5 – ONGOING
20 21-7 – ONGOING.
20 21-8 – Issued a Private Admonishment with ethics training.
2021-11 – ONGOING.
20 2 1-12- ONGOING.
20 2 1-9 – ONGOING.
20 2 1-11 – ONGOING.
2022-1 – ONGOING.
2022-2 – Private Admonishment

Ms. Hascal made a motion to accept the Complaint's Committee recommendations and Mr. Dudley seconded and the motion carried unanimously.

Motion was made by Ms. Raglin to enter a closed session to review applications. Ms. Elrod seconded and the motion carried unanimously.

Ms. Elrod motions to come out of a closed session at 2:39pm and Mr. Cesario seconded and the motion carried unanimously.

APPLICATION REVIEW

TEMPORARY RADPSS APPLICATION REVIEW

Ms. Hascal made a motion to accept the application recommendations as presented. Mr. Cesario seconded the motion, and the motion carried unanimously.

RADPSS APPLICATION REVIEW

Ms. Raglin made a motion to accept the application recommendations as presented. Ms. Hascal seconded the motion, and the motion carried unanimously. Mr. Cesario abstained.

TEMPORARY CADC APPLICATION REVIEW

Ms. Hascal made a motion to accept the application recommendations as presented. Ms. Raglin seconded the motion, and the motion carried unanimously.

CADCA1 APPLICATION REVIEW

Ms. Elrod made a motion to accept the application recommendations as presented. Ms. Raglin seconded the motion, and the motion carried unanimously.

CADC APPLICATION REVIEW

Ms. Raglin made a motion to accept the application recommendations as presented. Ms. Hascal seconded the motion, and the motion carried unanimously.

LCADCA APPLICATION REVIEW

Ms. Hascal made a motion to accept the application recommendations as presented. Ms. Elrod seconded the motion, and the motion carried unanimously.

LCADC APPLICATION REVIEW

Ms. Hascal made a motion to accept the application recommendations as presented. Ms. Raglin seconded the motion, and the motion carried unanimously.

REQUEST TO PROVIDE SUPERVISION REVIEW

Ms. Hascal made a motion to accept the application recommendations as presented. Mr. Dudley seconded the motion, and the motion carried unanimously.

ONLINE & PAPER SUBMISSIONS FOR SUPERVISORY AGREEMENTS AND ANNUAL REPORTS

Ms. Hascal made a motion to accept the application recommendations as presented. Ms. Raglin seconded the motion, and the motion carried unanimously.

PAPER RENEWALS

Mr. Dudley made a motion to accept the application recommendations as presented. Ms. Raglin seconded the motion, and the motion carried unanimously.

RE-EXAMINATION APPLICATION REVIEW

Mr. Heaton made a motion to accept the paper & online application recommendations as presented. Ms. Hascal seconded the motion, and the motion carried unanimously.

CONTINUING EDUCATION APPLICATION REVIEW

Ms. Hascal made a motion to accept the application recommendations as presented. Ms. Elrod seconded the motion, and the motion carried unanimously.

TRAVEL

Ms. Raglin motioned to approve travel and Ms. Hascal seconded the motion and the motion carried unanimously.

Mr. Cesario made a motion to appropriate funds for food for every Board meeting. Ms. Raglin seconded the motion and the motion carried unanimously.

NEXT MEETINGS

Regular Meeting – Friday, May 13, 2022 at 10:00am., Department of Professional Licensing, Frankfort, KY.

AJOURN

Mr. Dudley made a motion to adjourn at 2:45pm and Ms. Hascal seconded the motion, and the motion carried unanimously.

Kentucky Board of Alcohol and Drug Counselors – Tim Cesario, Board Chair

Minutes prepared by Miranda Guarnieri, Board Administrator