



KENTUCKY BOARD OF ALCOHOL & DRUG COUNSELORS  
BOARD MEETING MINUTES  
November 4, 2022

A regular meeting of the Kentucky Board of Alcohol and Drug Counselors was conducted on Friday, November 4, 2022 at 10:00 a.m. online via Zoom video communication platform and at 500 Mero Street, Frankfort, Kentucky.

MEMBERS PRESENT

Tim Cesario, Chair  
David Gearheart  
Stephanie Raglin  
Leon Heaton  
Karyn Hascal

DEPARTMENT OF PROFESSIONAL LICENSING

Kristin Lawson, Commissioner  
Tasha Stewart, Section Supervisor  
Miranda Guarnieri, Board Administrator  
Daniel Leffel, Board Attorney

OTHERS IN ATTENDANCE

John Ferguson  
Joseph W. Robinson  
Jeff Bardroff

CALL TO ORDER

Mr. Cesario called the meeting to order at 10:05 a.m.

MINUTES

- Mr. Heaton made a motion to approve the March 18, 2022, special meeting minutes. Ms. Hascal seconded the motion and the motion carried unanimously.
- Mr. Heaton made a motion to approve the October 7, 2022, special meeting minutes. Ms. Hascal seconded the motion and the motion carried unanimously.

FINANCIAL REPORT

The Board reviewed the October financial statement.

DPL REPORT

Commissioner Lawson reminded the Board that their ky.gov email addresses should be active on November 15, 2022. The Board will need to reach out to COT if they do not have it yet.

OLD BUSINESS

- The Counselor of the year will be at the next meeting on December 2, 2022. We will give the plaque of appreciation then
- The Board will host their final supervision training for the year on or about December 16, 2022 at 10:00 a.m. in Morehead.

NEW BUSINESS

- Kentucky was not represented at the fall IC&RC meeting. Kentucky will need to have a voice moving forward. Mr. Cesario was elected for two more years as chair at the IC&RC meeting. Mr. Cesario will still need to be affiliated with our Board after his term expires as a liaison from Kentucky to IC&RC. Mr. Leffel will do some research as to how we can do this.
- Kristi Elrod's term on the Board and as Vice Chair has expired. Our new appointee is Robert Durham. Mr. Durham will be sworn in at the December 2, 2022 meeting. At that time, we will have elections for the Board.
- Mr. Heaton made a motion for Ms. Guarnieri to order an appreciation plaque for Ms. Elrod. Ms. Hascal seconded and the motion carried unanimously.

COMPLAINTS

Mr. Leffel motioned for the Board to approve the recommendations from the complaints committee. Ms. Hascal seconded, and the motion carried unanimously.

#### LEGAL COUNSEL REPORT

- M. Leffel makes notion that he encourages the Board to use the ky.gov email address. This will help with open records requests and other Board related requests. Make full use for ky.gov email.
- Ms. Hascal made a motion for a special regs committee meeting and it was seconded by Ms. Raglin. The meeting will take place on Monday, November 28<sup>th</sup> at 2 p.m.
- Ms. Raglin made a motion to have Mr. Dudley to serve on the complaints committee, replacing Ms. Elrod. Mr. Heaton seconded the motion and the motion carried unanimously.
- Mr. Heaton made a motion to enter closed session to include Board Counsel and the Board Administrator pursuant to KRS 61.810(1)(j)(k) for application review. Motion seconded by Ms. Hascal, carried. The Board entered closed session at 11:10 a.m.
- A motion was made by Ms. Heaton at 1:10p.m. to enter an open session. Ms. Hascal seconded and the motion carried unanimously.

#### APPLICATION REVIEW

- Mr. Heaton made a motion to approve the paper applications. Ms. Hascal seconded the motion and the motion carried unanimously.
- Ms. Hascal made a motion to approve the online submission. Ms. Raglin seconded the motion and the motion carried unanimously.

Mr. Heaton made a motion to file a complaint again KM. Ms. Hascal seconded and the motion carried unanimously.

Ms. Hascal made a motion to add the regulations committee and the review committee on the agenda monthly.

Mr. Heaton seconded and the motion carried unanimously.

#### TRAVEL

Ms. Hascal made a motion to accept travel and Mr. Heaton seconded the motion. The motion carried unanimously.

#### NEXT MEETING

Friday, December 2, 2022, at 10:00 a.m.

#### ADJOURN

Ms. Hascal made a motion to adjourn at 12:53p.m and Mr. Heaton seconded the motion and the motion carried unanimously.