KENTUCKY BOARD OF ALCOHOL & DRUG COUNSELORS
REGULAR BOARD MEETING MINUTES – June 6, 2025

A regular meeting of the Kentucky Board of Alcohol and Drug Counselors was conducted on Friday, April 4, 2025, at 10:00 a.m. online via Zoom video communication platform and at 500 Mero Street, Frankfort, Kentucky.

MEMBERS PRESENT
Karyn Hascal, Chair
Leon Heaton
Danielle Matlock
Dr. Stephanie Raglin, Vice Chair
David Gearheart
Robert Durham

DEPARTMENT OF PROFESSIONAL LICENSING
April Alsabrook, Section Supervisor
Kristen Lawson, Commissioner
Lisa Traylor, Board Administrator
Daniel Leffel, Board Attorney

OTHERS IN ATTENDENCE
Joshua Fields
Nathan Rankin
Jessica Brown
Destiny Scott
Donnie Frye
Kristi Buckmaster

MEMBERS NOT PRESENT

CALL TO ORDER
- Mrs. Hascal called the meeting to order at 10:04 a.m.

MINUTES
- Mrs. Matlock made a motion to approve May 9, regular board meeting minutes. Motion was seconded by Dr. Raglin, and the motion carried unanimously.

DPL REPORT

- Commissioner Lawson informed the board that she will begin looking at a budget analysis to add additional staff member for DPL due to incoming increase in applicants due to HB 505.

- Commissioner Lawson informed the board that the list of names has been sent to the Governor's office for ADC open board positions.

OLD BUSINESS
- Leon Heaton made a motion to accept the 30-hour peer support training offered by CHFS and to allow Mrs. Hascal, Mr. Leffel and DPL staff to draft language to put on the ADC website to direct applicants to information pertaining to ADC's requirements. Motion was seconded by Mrs. Matlock, and the motion carried unanimously.

NEW BUSINESS

- Dr. Raglin made a motion to permanently allocate Danielle Matlock to serve on the ADC complaints committee to replace Robert Durham due to retirement. Motion was seconded by Mr. Heaton, and the motion carried unanimously.

LEGAL COUNSEL REPORT
- Mr. Leffel informed the board that he Regulations for ADC were currently in the review process.

APPLICATION REVIEW
- Dr. Raglin made a motion for closed session pursuant to KRS 61.810(1)(j)(k) for application review. Motion was seconded by Mr. Durham, and the motion carried unanimously. The Board entered closed session at 10:27 a.m.
- Mr. Durham made a motion to enter open session at 12:26 a.m. Motion was seconded by Mr. Heaton, and the motion carried unanimously.
- Mr. Heaton made a motion to approve the credentialing applications that were submitted via mail. Motion was seconded by Dr. Raglin, 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 Mr. Durham, and the motion carried unanimously.

REVIEW COMMITTEE

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

COMPLAINTS COMMITTEE

- The Complaints committee made a motion to accept the complaints committee's recommendations as listed below.
  - 21-16 – Dismiss.
- Motion was seconded by Mr. Heaton, and the motion carried unanimously.

TRAVEL AND LODGING

- Mr. Heaton made a motion to accept travel, Per Diem for Special called April 24th board meeting and the June 6, 2025, regular meeting. Motion was seconded by Mr. Durham, and the motion carried unanimously.
- Dr. Raglin made a motion to accept per diem for the June 13th, Clinical supervision training for Leon Heaton to present. Motion was seconded by Mrs. Matlock, and the motion carried unanimously.

NEXT MEETING

- Regular meeting, Friday, July 11, 2025 @ 10:00 a.m.

ADJOURN

- Mr. Heaton made a motion to adjourn at 12:35 a.m. Motion was seconded by Mrs. Matlock, and the motion carried unanimously.