

KENTUCKY BOARD OF CERTIFICATION OF ALCOHOL & DRUG COUNSELORS  
REGULAR BOARD MEETING MINUTES  
January 4, 2013

A regular meeting of the Kentucky Board of Certification of Alcohol and Drug Counselors was conducted on Friday, January 4, 2013 at the Office of Occupations & Professions, 911 Leawood Drive, Frankfort, Kentucky 40601

Members Present

Terry Reams, Chairman  
Todd Trumbore, Vice Chairman  
Kenneth Hemphill  
Geoffrey Wilson  
Tanya Fogle  
Theodore Godlaski

Occupations and Professions

Karen Lockett, Board Administrator

Members Absent

Patrick Whelan

Others in Attendance

Angela Evans - Board Counsel  
Brian Judy - Board Counsel  
Mac Bell - Board Investigator

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Mr. Reams, Chairman called the meeting to order at 10:05 a.m.

Minutes

Mr. Trumbore made a motion to accept the December 7, 2012 minutes with amendments. Mr. Wilson seconded the motion. Motion carried.

Financial Statement

Mr. Trumbore made a motion to accept the financial statement as submitted. Ms. Fogle seconded the motion. Motion carried.

O&P Update

The Board reviewed the Occupation & Professions updates regarding *Employee Vacancies, Performance Evaluations, Open Records Training, Data Base, Legislative Session, Secondary metals Recyclers Registry and Legislative Research Commission Program Review and Investigations Committee.*

Karen Lockett, Board Administrator informed the board that the Certificate Cards are being distributed as the Certificate holders renew their certification.

The Board reviewed a draft of a supplemental form requesting an official transcript conferring highest degree from registrar of institution.

Karen Lockett, Board Administrator informed the board that Ms. Trude Scharff will organize the Kentucky School Conference. The Board requested further information from Ms. Scharff regarding the CADC luncheon.

Old Business

The Board reviewed the compliance review from IC&RC. The board was asked to submit information that documents the board's initial and renewal standards for each IC&RC reciprocal credentials that the board offers. Documents include but not limited to, application manuals/booklets, application forms, regulation, statutes, policies and procedures, and by laws. Mr. Godlaski made a motion for Karen Lockett, Board Administrator to mail out the completed and approved by the board compliance review form. Mr. Hemphill seconded the motion. Motion carried.

**New Business**

Mr. Trumbore informed the board that he received an e-mail from Dr. John Rigney regarding 300 hours of supervision as part of the 6000 hours of experience towards a Certified Alcohol and Drug Counselor. Mr. Wilson made a motion for Mr. Trumbore to respond to Mr. Rigney regarding the 300 hours of supervision as part of the 6000 hours of experience towards a Certified Alcohol and Drug Counselor. Mr. Godlaski seconded the motion. Motion carried.

**Complaint Committee**

Complaint #1004 - Ongoing  
Complaint #1206 - Ongoing  
Complaint #1208 - Ongoing  
Complaint #1209 - Ongoing  
Complaint #1301 - Ongoing

**Board Counsel Report**

Ms. Evans, Board Counsel informed the board of the complaint committee and boards role in deciding complaints pursuant to 201 KAR 35:060 which includes the Duties, Recommendation Options, Guidelines for determining recommendations and procedures. No actions were taken.

**Application Review**

Mr. Trumbore made a motion to accept the Applications recommendation as specified below.

- Caratha Z. Buckner - Deferred
- Vonna Lynd Downs - Deferred
- Katie E. Lenz - Approved
- Mary C. Overberg - Approved
- Katherine Pfefferman - Approved
- Michael Smith - Approved

Mr. Hemphill seconded the motion. Motion carried.

Mr. Godlaski made a motion to accept the Reinstatement Application as specified below.

- John Timothy Gray - Approved

Mr. Hemphill seconded the motion. Motion carried.

**Continuing Education**

Mr. Godlaski made a motion to accept the Continuing Education Applications as specified below.

- Center for Reality Therapy - Reality Therapy Intensive Training - Approved
- Heisel & Associates - Ethical Documentation in clinical practice - Approved
- Heisel & Associates - Adult Angst: helping normal people cope with the conundrums of daily life - Approved

Mr. Trumbore seconded the motion. Motion carried.

**Reciprocity Application Review**

Mr. Whelan made a motion to accept the Reciprocity Applications as specified below.

- Robert M. Edward

Mr. Trumbore seconded the motion. Motion carried.

**Audit Application Review**

Mr. Godlaski made a motion to accept the Audit Application as specified below.

- Deborah Doss - Approved

Mr. Hemphill seconded the motion. Motion carried.

**Travel**

Mr. Godlaski made a motion to approve payment of travel and per diem expenses for eligible members.

Mr. Hemphill seconded the motion. Motion carried.

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**Next Meeting**

Complaint Committee - February 1, 2013 9:30 a.m.

Regular Board Meeting - February 1, 2013 @ 10:00 a.m.

**ADJOURNMENT** - Mr. Trumbore made a motion to adjourn. Mr. Hemphill seconded the motion. Motion carried.