

# *Oklahoma Board of Licensed Alcohol and Drug Counselors*

## Minutes of the Board Meeting

Monday, May 21, 2018 at 9:00 A.M.

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The Oklahoma Board of Licensed Alcohol and Drug Counselors met for a Board Meeting on May 21, 2018 in accordance with the Administrative Procedures Act and Open Meetings Act. The meeting was held at 101 N.E. 51<sup>st</sup> Street, Oklahoma City, Oklahoma.

Maureen Guerrero, Vice-Chair, presented the Statement of Compliance with the Open Meetings Act and the Mission Statement of the Board. Advance notice of this scheduled meeting was transmitted to the Oklahoma Secretary of State on November 7, 2017, and posted on the OBLADC website. The notice and agenda were posted in prominent public view on the front doors of the Oklahoma Board of Medical Licensure and Supervision building located at 101 N.E. 51<sup>st</sup> Street, Oklahoma City, Oklahoma on May 18, 2018 at 9:00 A.M.

Members present were:

Holli Witherington

Jane Lepak

Maureen Guerrero

Bill Sharp

Judith Adams, advised the board prior to the meeting that she would be in at 10AM.

Others present were Ric Pierson, Executive Director of the Board of Licensed Alcohol and Drug Counselors, Sabrina Neal, Administrative Assistant for OBLADC, Mark Attanasi, Director of ODAPCA, Sandra Balzer, Assistant Attorney General and Counsel for the Board, Martha Kulmacz, AAG, Ronald Snoddy, Molly Clinkscapes, Angela Harkey, Terri Slack, Stephanie Stuckert, Jessica Wilson, and Danielle Williams.

Approval of March 2018 Board Meeting Minutes is continued to the July 16, 2018 Board meeting.

Ronald Snoddy, LADC #213. Complaint #426-0115, 427-0115, 465-1215, 471-0216. Motion to Enforce May 15, 2017 Final Order. Holli Witherington made a motion to enter into an executive session. Jane Lepak seconded the motion. A roll call vote was taken and the results were as follows:

Holli Witherington	Yes
Jane Lepak	Yes
Maureen Guerrero	Yes
Bill Sharp	Yes

Holli Witherington made a motion to exit the executive session. Jane Lepak seconded the motion. A roll call vote was taken and the results were as follows:

Holli Witherington	Yes
Jane Lepak	Yes
Maureen Guerrero	Yes
Bill Sharp	Yes

Holli Witherington made a motion to adopt the Findings of Fact, Conclusions of Law and to enforce the following additional sanctions; Pay fines and investigation fees totaling \$3,750.00, turn in evaluation forms, repeat new supervisor training, one year (from date of Attorney General's Opinion) of probation, one year (from the date of Attorney General's Opinion) suspension of supervision credential. Judith Adams seconded the motion. A roll call vote was taken and the results were as follows:

Holli Witherington	Yes
Jane Lepak	Yes
Maureen Guerrero	Yes
Bill Sharp	Yes
Judith Adams	Yes

Holli Witherington made a motion to require Ronald Snoddy to appear before the Board when all sanctions and requirements have been completed to review for the lifting of probation and restoring of the supervision credential. Jane Lepak seconded the motion. A roll call vote was taken and the results were as follows:

Holli Witherington	Yes
Jane Lepak	Yes
Maureen Guerrero	Yes
Bill Sharp	Yes
Judith Adams	Yes

Angela Harkey, LADC candidate. Request extension of time to complete requirements for licensure. Judith Adams made a motion to extend three months for completion of licesure requirements. Holli Witherington seconded the motion. A roll call vote was taken and the results were as follows:

Holli Witherington	Yes
Jane Lepak	Yes
Maureen Guerrero	Yes
Bill Sharp	Yes
Judith Adams	Yes

Tyrone Cave. Reciprocity from Virginia. No action taken. Mr. Cave must pass the oral exam to reciprocate as a CADC and meet educational requirements and pass both the written and oral exams to be licensed.

Angela Ohene-Nyako, LADC #1246. Request to complete CEU requirements for renewal online. Judith Adams made a motion to approve the request and Jane Lepak seconded the motion. A roll call vote was taken and the results were as follows:

Holli Witherington	Yes
Jane Lepak	Yes
Maureen Guerrero	Yes
Bill Sharp	Yes
Judith Adams	Yes

Don Heffington, LADC #47. Request to complete CEU requirements for renewal online. Bill Sharp made a motion to approve the request and Jane Lepak seconded the motion. A roll call vote was taken and the results were as follows:

Holli Witherington	Yes
Jane Lepak	Yes
Maureen Guerrero	Yes
Bill Sharp	Yes
Judith Adams	Yes

Amanda Pipins, LADC #847. Request to explore and consider options to modify testing procedures. Comments noted and discussed. No action taken due to IC&RC policy and procedure covering concerns.

Practicum Requirement Changes. Holli Witherington, Bill Sharp, Judith Adams and Ric Pierson created a committee to formulate possible practicum requirement changes.

Consideration of Assistant Attorney General's contract for FY 19. Jane Lepak made a motion to approved the contract for Fiscal Year 2019 and Bill Sharp seconded the motion. A roll call vote was taken and the results were as follows:

Holli Witherington	Yes
Jane Lepak	Yes
Maureen Guerrero	Yes
Bill Sharp	Yes
Judith Adams	Yes

Sample letter regarding Multiple Exam Failures for proposed rule change under 38:10-7-7  
(f). Revisions were suggested and changes will be made to complete the final draft.

Board Director Ric Pierson gave a summarized Financial Report and Director's Report.

Holli Witherington made a motion to approve invoices from January 2018 through April 2018. Bill Sharp seconded the motion and a roll call vote was taken. The results were as follows:

Holli Witherington	Yes
Jane Lepak	Yes
Maureen Guerrero	Yes
Bill Sharp	Yes
Judith Adams	Yes

Holli Witherington made a motion to pay the approved invoices from January 2018 through April 2018. Jane Lepak seconded the motion and a roll call vote was taken. The results were as follows:

Holli Witherington	Yes
Jane Lepak	Yes
Maureen Guerrero	Yes
Bill Sharp	Yes
Judith Adams	Yes

Complaint #520-1117. Practicing without supervision. Bill Sharp made a motion to follow the Complaint Review committee recommendation to find probable cause. Holli Witherington seconded the motion and a roll call vote was taken. The results were as follows:

Holli Witherington	Yes
Jane Lepak	Yes
Maureen Guerrero	Recuse
Bill Sharp	Yes
Judith Adams	Yes

Complaint #406-1114. Practicing Outside the Scope of the License. Holli Witherington made a motion to follow the Complaint Review Committee recommendation to send a letter of caution. Bill Sharp seconded the motion and a roll call vote was taken. The results were as follows:

Holli Witherington	Yes
Jane Lepak	Yes

Maureen Guerrero	Recuse
Bill Sharp	Yes
Judith Adams	Yes

Complaint #523-0118. Dual relationship. Bill Sharp made a motion to follow the Complaint Review Committee recommendation to find no probable. Jane Lepak seconded the motion and a roll call vote was taken. The results were as follows:

Holli Witherington	Yes
Jane Lepak	Yes
Maureen Guerrero	Recuse
Bill Sharp	Yes
Judith Adams	Yes

Complaint #527-0218. Practicing Outside the Scope of the License. Holli Witherington made a motion to follow the Complaint Review Committee recommendation to find no probable cause. Jane Lepak seconded the motion and a roll call vote was taken. The results were as follows:

Holli Witherington	Yes
Jane Lepak	Yes
Maureen Guerrero	Recuse
Bill Sharp	Yes
Judith Adams	Yes

**CANDIDATES WHO HAVE PASSED BOTH THE WRITTEN AND ORAL EXAM**  
**AS OF 4/20/18**

Cheyenne Mitchell (LADC)	Edmond, OK
Sara Hardy (LADC)	Sand Springs, OK
Amy England- Smith (LADC)	Edmond, OK
Tiffany Price (LADC)	Oklahoma City, OK

Bill Sharp made a motion to approve all candidates who passed both the written and oral exam as of 4/20/18. Maureen Guerrero seconded the motion and a roll call vote was taken. The results were as follows:

Holli Witherington	Yes
Jane Lepak	Yes
Maureen Guerrero	Yes
Bill Sharp	Yes
Judith Adams	Yes

**CANDIDATES WHO HAVE PASSED BOTH THE WRITTEN AND ORAL EXAM AS  
OF 5/11/18**

Lauren Metcalf (LADC)	Moore, OK
Holly Morrell (LADC)	Okemah, OK
Melanie Judd (LADC)	Duncan, OK

Holli Witherington made a motion to approve all candidates who passed both the written and oral exam as of 5/11/18. Jane Lepak seconded the motion and a roll call vote was taken. The results were as follows:

Holli Witherington	Yes
Jane Lepak	Yes
Maureen Guerrero	Yes
Bill Sharp	Yes
Judith Adams	Yes

**CANDIDATES WHO HAVE PASSED ORAL EXAM TO COMPLETE RECIPROCTY**

Steven J. Kiker (CADC)	From North Carolina to Tulsa, OK
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Holli Witherington made a motion to approve those candidates who passed the the oral exam to complete the requirements for reciprocity. Jane Lepak seconded the motion and a roll call vote was taken. The results were as follows:

Holli Witherington	Yes
Jane Lepak	Yes
Maureen Guerrero	Yes
Bill Sharp	Yes
Judith Adams	Yes

**CANDIDATES WHO HAVE COMPLETED REQUIREMENTS FOR LADC/MH**

Edward Henne (CADC)	Hartshorne, OK
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Bill Sharp made a motion to approve the candidate that completed the requirements for the LADC/MH Credential. Maureen Guerrero seconded the motion and a roll call vote was taken. The results were as follows:

Holli Witherington	Yes
Jane Lepak	Yes
Maureen Guerrero	Yes
Bill Sharp	Yes
Judith Adams	Yes

**CANDIDATES WHO HAVE APPLIED FOR AND QUALIFY FOR LADC/MH**

Ashley Halliwill (LADC)	Bixby, OK
Laura Lamb- Atchley (LADC)	Springer, OK
Tanner Underwood (LADC)	Edmond, OK
Jessica Wilson (LADC)	Yukon, OK
Cheyenne Mitchell (LADC)	Edmond, OK

Holli Witherington made a motion to approve candidates who applied for and meet the requirements for the LADC/MH requirements. Jane Lepak seconded the motion. A roll call vote was taken and the results were as follows:

Holli Witherington	Yes
Jane Lepak	Yes
Maureen Guerrero	Yes
Bill Sharp	Yes
Judith Adams	Yes

There being no new business, the meeting adjourned at 1:40 PM.