

**NOTICE OF REGULAR MEETING**  
**OKLAHOMA BOARD OF LICENSED ALCOHOL AND DRUG COUNSELORS**

101 N.E. 51<sup>st</sup> Street  
Oklahoma City, OK 73105

Monday, November 5, 2018 at 9:00 a.m.

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**AGENDA**

- I. Determination of Quorum, call to order and opening remarks.
- II. Statement of compliance with Open Meetings Act and Mission Statement.
- III. Introduction of Board members and others present for today's meeting.
- IV. Review/Action - Approval of the Board Meeting minutes.
  - A. Minutes for September 17, 2018.
- V. Discussion and possible action on Disciplinary Matters. The Board may conduct an evidentiary hearing, consider a proposed consent order, or consider other associated matters or motions.
  - A. Ronald Latimer, CADC #292. Complaints # 506-0517 and 525-0218. Review of Compliance with Consent Order.
- VI. Discussion and possible action on candidate and application issues.
  - A. Susan Lollis-Breeden, LADC Candidate. Review of Compliance with Voluntary Agreement with the Board.
  - B. Ashley Wallace. Consideration of application.
  - C. Kelli King, LADC Candidate. Request for an extension of time to complete requirements.
  - D. Alonzo Talton. Requesting past course work be approved for LADC requirements.
- VII. Discussion and possible action on matters brought to the Board through the office.
  - A. Change to Practicum Form #209.

- B. Sample letter regarding Multiple Exam Failures for permanent rule change under 38:10-7-7 (f).
- C. Attorney General Opinion 2018-12.
- D. Proposed permanent rule changes:
  - 1. 38:10-7. Application. (Two changes)
  - 2. 38:10-7. Co-Occurring rules.
  - 3. 38:10-9. Supervision.
  - 4. 38:10-11. Fees.
  - 5. 38:10-13. Continuing Education Standards.

VIII. Discussion and possible action on Financial Reports.

- A. Update on Current Financial Status and Review of Financial Report.
  - 1. Payment of loan to Medical Board.
  - 2. Financial projections going forward.
- B. Approval of Invoices
- C. Approval of financial reports.

IX. Discussion and possible action on recommendations of Complaint Review Committee.

Recommendation to find probable cause:

- A. Complaint #538-0818. Practicing with expired license.
- B. Complaint #539-0918. Practicing without supervision.
- C. Complaint #540-0918. Failure to terminate supervision.
- D. Complaint #543-0918. Fraud. Documentation.

Recommendation for a Letter of Caution.

- A. Complaint #536-0718. Confidentiality.
- B. Complaint #541-0918. Credential.

Recommendation to find no probable cause and dismiss.

- A. Complaint #529-0418. Confidentiality.

X. Executive Director's Report.

- A. October 3. Supervision training in Norman.
- B. October 4 and 5. ODAPCA Conference in Norman.
- C. October 11. Complaint Review Committee met.
- D. October 16. Spoke to family counseling class at UCO.
- E. October 15-Oct.31. Sent 188 emails to past CEU providers.

XI. Approval of Candidates that have completed all requirements for licensure since September 17, 2018.

**CANDIDATES WHO HAVE PASSED BOTH THE WRITTEN AND ORAL EXAMS AS OF**  
**10/19/18**

Melissa Brown, LADC Candidate Oklahoma City, OK  
Shawna Ward, LADC Candidate Edmond, OK  
Courtney Riddle, LADC Candidate Catoosa, OK

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

Kimberly Cook-Vaughn, LADC #624 Tahlequah, OK

- XII. New Business. Any matter not known about or which could not have been reasonably foreseen prior to time of posting of the agenda. (Ric Pierson).