

Oklahoma Board of Licensed Alcohol and Drug Counselors

Minutes of the Special Board Meeting

Friday, December 14, 2018 at 1:00 P.M.

The Oklahoma Board of Licensed Alcohol and Drug Counselors met for a Special Board Meeting on December 14, 2018 in accordance with the Administrative Procedures Act and Open Meetings Act. The meeting was held at 101 N.E. 51st Street, Oklahoma City, Oklahoma.

James Patterson notified the Board office that he would be unable to attend today's meeting.

Dr. Judith Adams, 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 December 6, 2018, 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. 51st Street, Oklahoma City, Oklahoma on December 13, 2018 at 1:00 P.M.

Members present were:

Bill Sharp
Cathy Christensen
Judith Adams
Rita Maxwell
Maureen Guerrero

Others present were Ric Pierson, Executive Director of the Board of Licensed Alcohol and Drug Counselors, Sabrina Neal, Administrative Assistant for OBLADC and Sandra Balzer, Assistant Attorney General and Counsel for the Board. Mark Attanasi, Executive Director for ODAPCA was also present.

Review of Current Financial Status.

Mr. Pierson, Executive Director, gave an update on the current financial situation of the Board. The Board discussed the projected revenue from license renewals in June, the pending current Board expenditures, and projected future expenditures.

A motion was made by Ms. Christensen and seconded by Dr. Sharp to enter into Executive Session, along with Sandra Balzer, A.A.G. pursuant to 25 O.S. § 307 (B) (1) to discuss terms of employment for the Executive Director, including work hours, duties compensation and possible retirement and the terms of employment for the Administrative Assistant, including work hours, duties, and compensation. A roll call vote was taken and recorded as follows:

Bill Sharp	Yes
Cathy Christensen	Yes
Judith Adams	Yes
Rita Maxwell	Yes
Maureen Guerrero	Yes

A motion was made by Maureen Guerrero and seconded by Rita Maxwell to exit Executive Session, noting there were no votes taken and no actions taken in the Executive Session. A roll call vote was taken to exit and recorded as follows:

Bill Sharp	Yes
Cathy Christensen	Yes
Judith Adams	Yes
Rita Maxwell	Yes
Maureen Guerrero	Yes

The Board directed Mr. Pierson to investigate some short and long term goals to help with the Board's financial situation. A short term goal is to offer training for supervisors here in Oklahoma City and follow through with the training in Tulsa in January and Norman in April. Longer term goals are to seek statutory permission to increase the limit on fees, and explore options of consolidation. He was also asked to contact TSET to explore any grants that might be available.

There being no further business to come before the Board, the meeting adjourned.