

Oklahoma Board of Licensed Alcohol and Drug Counselors

Minutes of the Meeting

Wednesday, November 1st, 2006 at 10:00 a.m.

The Oklahoma Board of Licensed Alcohol and Drug Counselors met on November 1st, 2006, in accordance with the Administrative Procedures Act and Open Meeting Act. The meeting was held at 5104 North Francis Avenue, Suite C, and Oklahoma City, Oklahoma. Members present were:

Patty Gail Patten, Chair
Robert Stevens, Vice Chair
Jane Lepak
Evelyn Phyffer
Rhonda Cochran
Terry Wallace

Others present included:

Tricia Everest, Assistant Attorney General for the Board
Ric Pierson, Executive Director Board Licensed Alcohol & Drug Counselors
Stori Johnson, Administrative Staff
Lyle Kelsey, Executive Director of the Medical Board
Jan Ewing, Deputy Director of the Medical Board
Kyle McGraw, Department of Human Services
Judy Brink, ODAPCA
S. Kay Miller, PhD.

Upon determining that a quorum was present, Ms. Patty Gail Patten, Board Chair called the meeting to order at 10:10 a.m.

The minutes from the October 9th, 2006 meeting were discussed. Ms. Phyffer moved to table the minutes until the next Board meeting due to the number of corrections needing to be made. Each Board member will review the minutes and send their corrections to Ms. Phyffer. Ms. Phyffer will make a final draft and forward it to the office.

Ms. Patten welcomed the guests in the audience and asked them to introduce themselves. Dr. Kay Miller from Miami, Oklahoma, Kyle McGraw, and Judy Brink were present.

S. Kay Miller, PhD. appeared in person petitioning for prior supervision to be accepted. Ms. Miller submitted her application to be “grandfathered” and she states that agency staff never sent in her packet. The Board requested for Ms. Miller to gather her documents to show her past supervision and submit them before the December 11th Board meeting.

A request from **Billy Edwards** for approval of prior supervision by Caletta McPherson was reviewed. Mr. Edwards began supervision with Ms. McPherson January 1, 2006. He did not submit his supervision contract until August 9, 2006 due to a misunderstanding in what was needed in the initial packet. Mr. Edwards also requests for his work experience from April 1, 2006 to present

(November 1, 2006) be approved. Mr. Stevens moved to accept the supervision and work experience. Ms. Lepak seconded the motion and the vote was unanimous in the affirmative.

An E- mail was reviewed from **Roberta Gilbert, PhD** suggesting that the Board add another certification for those treating co- occurring disorders. LADC's who also have their LPC, LBP, LSW, and LMFT are concerned about having to pass more competency tests in mental health and substance abuse. Ms. Gilbert states that the general consensus of such requirements would be redundant and insulting to the professional in that it implies a lack of respect for the many hours of training, experience and completed cross competency. Ric Pierson stated that this Board lacks jurisdiction to be able to offer an additional certification in co- occurring disorders. Mr. Pierson agreed to write a letter to Ms. Gilbert stating that there is no co- occurring disorder certification at this time.

The Board discussed the application of **Dan R. Stevens**. Mr. Stevens reported that he had been charged with a felony in 2004 and is currently on probation. The Board requested for Mr. Dan R. Stevens to come to the December 11th Board meeting to answer questions regarding his application. Ms. Patten stated that all candidates that are on probation should come before the Board with their application. *Mr. McGraw with the Complaint Review Committee recommends that those candidates that are on probation must be reviewed bi-annually by the CRC. They will then file a report to the Board. The candidates files will be flagged and they will continue to stay under supervision (by the CRC) until they are licensed or certified and cannot be licensed or certified while still on probation.* Mr. Stevens made a motion that the Board accept the recommendation by Mr. McGraw. Ms. Cochran seconded the motion and the vote was unanimous in the affirmative.

Terry Wallace, CADC was introduced as the newest Board member. Mr. Wallace is one of the 4 ODAPCA representatives. The Board members introduced themselves to Mr. Wallace. Ms. Patten introduced Mr. McGraw, Ms. Winton, Mr. Pierson and Ms. Johnson and briefly updated him on some of the most recent Board issues.

A letter from **Patricia Dawson, CADC** was reviewed regarding her graduating with a Masters degree in December 2006. Ms. Dawson is worried she will miss the deadline of December 31st, 2006 to move from CADC to LADC with *only* a transcript and \$140.00. Ms Dawson says she will graduate in time but she cannot guarantee that she can get an official transcript. Ms. Patten suggested for Ms. Dawson to get a letter stating that she graduated and then sends us the transcript later.

The educational credentials of **Terry L. Rawlins** were reviewed. Mr. Rawlins obtained his Masters degree in criminal justice management from the University of Central Oklahoma. Ms. Cochran moved that the degree would be acceptable for LADC requirements. Ms. Phyffer seconded the motion and the vote was unanimous in the affirmative.

The Board reviewed the following requests for continuing education approval:

Department of the Army- *"Take a Stand Against Domestic Violence"* – Stanley Green, Tim Gray – offered 5.75 hours. Ms. Lepak motioned to approve and Ms. Phyffer seconded. – **Approved**

Ms. Johnson updated the Board on **Lynn Carr**. Ms. Carr has not sent anything to the Board in reference to her case. Brenda Seay, her supervisor, notified the office that she resigned her position. Ms. Carr has 7 days to submit documentation to the office regarding the dismissal of her probation before she will no longer be eligible to be under supervision.

Ms Patten discussed an Executive decision she made regarding oral testing issues. Ms. Patten stated that she was contacted by Linda Chapman who expressed concern about the short amount of time between the written and oral exams. Ric stated that Ms. Chapman was worried that she would need more than 30 days to prepare for her oral case presentation. Ms. Patten gave Ms. Chapman and Levi Keehler permission to take their oral exams in January 2007. No action was taken on Michelle Wasson or Kimberly Cox.

Board reviewed candidates who had passed the written and oral exams. Mr. Wallace moved to approve the following applicants for licensure/ certification. Ms. Lepak seconded the motion and the vote was unanimous in the affirmative.

Angela Allison, LADC
Tami Chitwood, LADC
Katherine Henshaw, LADC
Dena Patterson, CADC

Deborah Payton, LADC
Anthony Taylor Sr., CADC
Wadonna Wells, LADC
Gloria Worthy, LADC

Mr. Kelsey presented the administrative report (Attachment 1). After review, Mr. Stevens moved to approve the administrative report as presented. Ms. Phyffer seconded the motion and the vote was unanimous in the affirmative.

Ric Pierson reported that the Licensing Board office received their modular furniture.

Mr. Varghese presented the financial report (Attachment 2). Ms. Patten requested Mr. Varghese explain the difference between the revolving account and the clearing account for Mr. Wallace, the new Board member. After review, Mr. Stevens moved to approve the financial report as presented. Ms. Phyffer seconded the motion and the vote was unanimous in the affirmative.

Ms. Patten reported on the ICRC trip she and Ric took to San Diego. ICRC suggested that ODAPCA write a letter relinquishing their rights to the credentials generated by OBLADC. Then we could petition to pick up those credentials. The two credentials would be the AODA (CADC) and AAODA (LADC) credentials. The other credential that would most affect our credentialing process would be the supervision credential (CCS). Ms. Patten discussed that the ICRC is in the process of discussing a credential for co-occurring disorders. It seems natural that the licensing board would be the best fit to have this credential since it would involve licensed and/or certified counselors. ICRC did not act on this credential at this conference. Ms. Patten and Ric stressed that we want to work with ODAPCA and not split the field or the counselors on these issues.

Mr. Pierson presented the Executive Directors report (Attachment 3). Display items for conferences were purchased and set out in the boardroom for the Board members to

view. Participation at the ODAPCA conference was very well received. Counselor's files at the ODAPCA office will be destroyed after January 1, 2007 if they are not certified or licensed. Ric and Stori will be attending ODMHSAS Conference in Tulsa, January 24- 26. Mr. Pierson and Ms. Johnson will work on certificates to present for CEU's. Presenters/ teachers get twice the credit and therefore need a specific certificate for instructors/ presenters. Ms. Johnson and Mr. Pierson will also design a self-disclosure form. The CEU and self- disclosure form will be submitted to the Board next month for approval. Mr. Pierson updated the Board on a counselor that relapsed. Ms. Patten requested that we notify her that we are pulling her supervision and notify her to respond in person on December 11th, 2006 or by writing a letter in response to procedures set forth by her employer for her compliance.

Ms. Patten reported on the Peer Assistance Committee. She stated she would meet with Ms. Lepak before the next meeting to have a report for the Board.

Mr. McGraw indicated there was no report on the Complaint Review Committee.

Ms. Everest updated criminal background checks with *Track 1*. The cost for each check is \$25 to \$33. Ms. Everest is concerned about the cap on the amount we can charge to our applicants. The Medical Licensure Board will continue to use Track 1 and Ms. Everest will report the findings to our Board.

Mr. Pierson reported that we are waiting on the Senatorial blessing to get our OCARTA Board member.

Ms. Phyffer serves on the Law Related Education Committee for the Oklahoma Bar Association. She presented a program on "*Your 18 Now*" sponsored by the Bar Association. Ms. Phyffer handed out "*Your 18 Now*" books to Board members and everyone in the audience. This program educates you of your rights and responsibilities as an adult when turning 18!

Also under new business, Ms. Johnson had a question regarding CADC's applying for LADC. Do the applicants have to pay an additional \$140 application fee? After December 31, 2006 CADC's who are applying for LADC must pay (1) \$140 application fee, (2) the \$125 advance test fee, and (3) the \$100 license fee. If the applicant has taken their oral exam *within the past 5 years* they **do not** need to retake the oral exam.

There being no further business, the meeting was adjourned at 2:47 p.m.