

Oklahoma Board of Licensed Alcohol and Drug Counselors

Minutes of the Meeting

Monday, December 11th, 2006 at 10:00 a.m.

The Oklahoma Board of Licensed Alcohol and Drug Counselors met on December 11th, 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

Jane Lepak

Evelyn Phyffer

Rhonda Cochran

Terry Wallace

Kyle McGraw

Others present included:

Tricia Everest, Assistant Attorney General for the Board

Ric Pierson, Executive Director Board of Licensed Alcohol & Drug Counselors

Stori Johnson, Administrative Staff

Reji Varghese, Director of Support Services

Upon determining that a quorum was present, Ms. Patty Gail Patten, Board Chair called the meeting to order at 10:08 a.m.

The minutes from the October 9th, 2006 meeting were reviewed by Evelyn Phyffer and forwarded to Ms. Patten. Ms. Patten will be reviewing them for approval at the January 8th, 2007 meeting.

The minutes from the November 1st, 2006 meeting were reviewed. Ms. Phyffer moved to approve the minutes as written. Ms. Lepak seconded the motion and the vote was unanimous in the affirmative.

Ms. Patten introduced the new Board member, Kyle McGraw who is the member representing OCARTA. Mr. McGraw will be stepping down as the chairperson of the Complaint Review Committee. Ms. Patten has asked Linda Winton to step in as the new chairperson of the CRC. She has also spoken with Julio Rojas, LADC to work with the Committee. Mr. Rojas has not accepted the position yet.

Ms. Patten welcomed the guests in the audience and asked them to introduce themselves: Todd Crawford with the Oklahoma Department of Mental Health Substance Abuse Services, L.D. Barney with the Oklahoma Department of Mental Health Substance Abuse Services, Mark Westfall, John Westfall, Dan Stevens, and Judy Brink with ODAPCA were present.

Todd Crawford, LADC and L.D. Barney, LADC with the Department of Mental Health Substance Abuse Services offered a presentation on co- occurring disorder certification (Attachment 1). Mr. Barney stated that our Board approached the Department of Mental Health Substance Abuse Services regarding pursuing the co – occurring certification. He and Mr. Crawford have been working with the COSIG grant and SAMHSA. They want to work towards certifying “singly licensed clinicians” who could treat co- occurring clients. Mr. Barney and Mr. Crawford met with the board in Pennsylvania about adopting their process for certifying co-occurring counselors. Pennsylvania said that their certification process was being looked at by the National organization. Mr. Barney said that all agencies will be required very soon by the Department of Mental Health Substance Abuse Services to be co- occurring capable, therefore having co- occurring certified counselor(s) on staff. Mr. Barney said he felt like our licensing board would be a very good fit for the co- occurring certification. Mr. Crawford discussed the choices that Board needed to make regarding certifying just substance

abuse professionals or certifying all mental health professionals for the co- occurring disorders. Pennsylvania is only certifying substance abuse professionals at this time. Substance abuse and mental health professionals are already working with clients with co- occurring issues, therefore Mr. Crawford feels that this type of certification is an obvious need. He said they are talking with the Oklahoma Health Care Authority and Medicaid and they are very much in support of this co- occurring process. Mr. Crawford said that as it stands right now if you are dually licensed as a mental health care professional and a substance abuse professional you are not going to be required by ODMHSAS to get this certification.

Kimberly Cox and Tiffany Couch, LADC with Norman Information Center introduced themselves from the audience.

Kimberly Cox appeared in person petitioning for prior supervision to be accepted. Ms. Cox made application originally in 2004 with ODAPCA and was told by ODPACA that her past employment would count as her past supervision. Ms. Cox was concerned because she was not supervised by a CAADC or a CCS at the time and was concerned about it counting towards her licensure when the Board took over the process. In March or April of 2006 she said the licensure board contacted her and said that she need to submit her supervision. Patty Gail Patten said that she had been supervising Ms. Cox under the assumption that her supervision had been completed per Ms. Cox’s conversation with ODAPCA. Tiffany Couch, LADC appeared in person to discuss her experience with the process. Ms. Couch said that she contacted ODAPCA and told them that she could not get a hold of her supervisor and could someone else from the agency sign off on her employment verification form. ODAPCA said there would be no problems. Ms. Couch stated that she was not supervised by as CADC, CAADC, or CCS. Ms. Cox said she spoke with Dennis Auld at the 2005 ODAPCA conference regarding who should be doing her supervision; she said Mr. Auld told her your supervisor. Judy Brink with ODAPCA stated that before the licensing board masters level applicants did not have to have supervision and there was a lot of confusion. Ms. Cox stated that she was supervised by an LCSW. Mr. McGraw moved that Ms. Cox’s previous supervision be **accepted** and allow her to sit for the written exam. Ms. Lepak seconded the motion and the vote was recorded as follows:

Kyle McGraw	Yes	Patty Gail Patten	Yes
Rhonda Cochran	Yes	Jane Lepak	Yes
Evelyn Phyffer	Yes	Terry Wallace	Abstain

Terry Wallace arrived at 10:45 a.m.

A request from **Betty Showler, CADC** regarding her Masters degree by correspondence was reviewed. Ms. Showler’s degree is from International Bible College and Seminary and is not recognized by the Department of Education or the Council for Higher Education Accreditation, which are the accrediting bodies that the Board recognizes. Mr. Pierson stated that the college is accredited by its own accreditation. Mr. McGraw stated that by their own admission, their accreditation, a self-imposed accreditation, and states that this accreditation is not intended for persons intending to build secular careers. Mr. McGraw reminded us that we serve the public at large regardless of religious affiliation. Mr. McGraw moved to **deny** Ms. Showler’s Masters degree and request for LADC application. Ms. Cochran seconded the motion and the vote was unanimous in the affirmative.

A letter from **Kimberly Durham** for application and prior supervision to be accepted was reviewed. Ms. Johnson stated that Ms. Durham had two supervision evaluations completed by Mr. Flanagan, her previous supervisor, done while still working for her previous employer. Ms. Durham does not have a supervision contract, supervision evaluation, or a supervision log signed by Mr. Flanagan. Mr. Flanagan was a CCS at the time of her supervision. Ms. Durham also enclosed a letter from the executive director at her previous employer verifying the dates of employment. Ms. Durham has all requirements met to be eligible to sit for the written exam, except for her supervision hours. The topic was tabled for Tricia Everest, AAG to arrive.

A request for **Yvonne Goetsch** regarding approval of prior supervision with was reviewed. Ms. Patten stated that there was a problem with getting information from Dayspring, her employer, not Ms. Goetsch. Ms. Patten knows Tia Mason, the regional director for Dayspring, to discuss the situation since Ms. Goetsch was unable to get any documents to confirm her supervision. Tia Mason said she supervised Ms. Goetsch as well and that there were not any problems, written or verbal complaints, issues, etc. with her. Ms. Goetsch could not obtain a signature from her supervisor Rita Daniels on her supervision documents. Ms. Johnson did present a employment verification form that had Ms. Daniels signature as her supervisor verifying the dates of employment. Ms. Cochran was concerned about the quality of supervision that Ms. Goetsch received considering the circumstances. Ms. Patten said that Tia Mason said over the phone that she would have no problem supporting and endorsing her. Mr. McGraw stated on a side note that he would suggest for people to look outside their employing agency for supervision. Ms. Phyffer agreed with Mr. McGraw’s statement and said that looking outside the supervisee’s employing agency would help lend in impartiality and allow for there to be more critical and objectionable supervision. Ms. Lepak moved that Ms. Goetsch’s previous supervision be **accepted**. Mr. McGraw seconded the motion and the vote was recorded as follows:

Kyle McGraw	Yes	Patty Gail Patten	Yes
Rhonda Cochran	No	Jane Lepak	Yes
Evelyn Phyffer	No	Terry Wallace	Yes

Tricia Everest, AAG arrived at 11:10 a.m.

A request for prior supervision be accepted for **Brent Katigan** (lapsed CADC) was reviewed. Mr. Katigan has a letter from his supervisor at Valley Hope confirming his six months of supervision. Mr. Wallace moved to **accept** Mr. Katigan’s past supervision and allow him to sit for the written exam. Ms. Lepak seconded the motion and the vote was recorded as follows:

Rhonda Cochran	Yes	Jane Lepak	Yes
Evelyn Phyffer	Yes	Terry Wallace	Yes
Patty Gail Patten	Yes		
Kyle McGraw	Left the boardroom		

Ms. Johnson read a letter from **Jennifer Lambert** requesting past supervision. Ms. Lambert received 1480 hours of supervision in Nebraska. Ms. Lambert was supervised by Kathleen Moore, LADC, a supervisor in Nebraska, who has credentials comparable to our LADC board approved supervisors. Ms. Lepak moved to **accept** Ms. Lambert’s 1480 hours of supervision. Mr. McGraw seconded the motion and the vote was recorded as follows:

Kyle McGraw	Yes	Jane Lepak	Yes
Rhonda Cochran	Yes	Terry Wallace	Yes
Patty Gail Patten	Yes		
Evelyn Phyffer	Left the boardroom		

Mr. Westfall appeared in person to appeal the Boards decision to deny his application for CADC. Mr. Westfall stated that upon employment at Turning Point his clinical supervisor left and there had been nothing but problems. Mr. Westfall read a letter from the handout he gave to the Board (Attachment 2). Mr. Westfall has current licensure in the state of Kansas. Mr. Westfall stated that he received the letter from the Board regarding the opportunity to “grandfather” his certification and he did not do so because of financial reasons. Mr. Westfall was practicing drug and alcohol counseling in Oklahoma under the assumption that his Kansas license was sufficient. Mr. Westfall did not make application or have a supervision contract. Mr. Westfall said his employer told him that he had 6 months to obtain his Oklahoma license. Mr. Tidwell with the investigation department of the Medical Board spoke to the Board on behalf of Mr. Eastridge, who is no longer at the Medical Board. Mr. Tidwell said that Mr. Westfall’s case came to him through a complaint filed regarding HIPPA violations. The complaint was unfounded. However, through trying to investigate the complaint it was realized that Mr. Westfall was practicing alcohol and drug counseling without a valid Oklahoma license or

certification, and had not made application for certification. Ms. Johnson stated that Mr. Westfall submitted his application for CADC in August 2006 and his supervision contract with Chuck Thomas, LADC was received the end of October 2006. Mr. McGraw stated that Mr. Westfall has brought up many areas of concern regarding his previous employer and Mr. McGraw encouraged him to contact the ODMHSAS about any violations he felt may have occurred (client files, staffing problems, etc.). Mr. Westfall said his employer, Turning Point, told him not to contact the Oklahoma or the Kansas Boards regarding licensure. He understood that they (Turning Point) were handling his licensure and or reciprocity process. Ms. Everest stated that Mr. Westfall's credentials warrant for him to obtain his CADC. However, Ms. Everest, as the attorney for the Board, stated a few issues of concern. Ms. Everest finds that there seems to be a lot of blame being placed on everyone else, there are no documents supporting his past work experience, no supervisor to vouch for him as a counselor, he was working as a professional without a license and without even making application for a license, he took the word of others without looking into get credentials himself, and that we do not have any proof of actual services provided- not even from the Kansas Board. Mr. Wallace made a motion to **approve** Mr. Westfall's application for CADC reciprocity under the terms as follows:

- 6 months probation
- Report to the Board in person in 3 months (March 2007)
- Continue under supervision with an LADC supervisor
- Remit a \$250 fine- payable within 6 months

Ms. Lepak seconded the motion and the vote was recorded as follows:

Evelyn Phyffer	Yes	Jane Lepak	Yes
Rhonda Cochran	Yes	Terry Wallace	Yes
Patty Gail Patten	Yes		
Kyle McGraw	Abstain due to role as previous chair of Complaint Review Committee		

Dan R. Stevens appeared before the board to discuss his application for LADC. Mr. Stevens's application is in review because of a felony conviction. Mr. Stevens was licensed in Arizona for 10 years. He moved back to Oklahoma for personal reasons. Mr. Stevens admitted to relapsing and receiving "a couple of DUIs". Mr. Stevens states that he is back in recovery and working in the drug and alcohol field at Family Recovery. Bob Rogers, LADC is Mr. Stevens's current supervisor. Mr. Stevens was given a (5) five year unsupervised probation sentence in July 2004. Ms. Patten stated that Mr. Stevens has a MA in psychology. Mr. Stevens stated he has been clean for 2 years and his recovery program consists of 12 step meetings (7) seven days a week. Mr. Stevens stated he chose 6 months of treatment at First Step instead of jail time. Mr. Stevens said that he had been sober for (12) twelve years prior to this most recent relapse. Mr. Wallace asked Mr. Stevens what was different in his recovery program this time around. Mr. Stevens stated that working in the field and seeing addicts and alcoholics as clients is not enough to keep him sober.

Mr. Wallace made a motion to **approve** Mr. Stevens' application for LADC under the terms as follows:

- 3 "self help" meetings per week
- Report to the Board in person every 3 months (next appearance March 2007)
- Obtain a clean urinalysis test at the Boards request, prior to him appearing back in March 2007
- Must appear in person before his LADC be granted

Ms. Lepak seconded the motion and the vote was recorded as follows:

Kyle McGraw	Abstain	Patty Gail Patten	Yes
Evelyn Phyffer	Yes	Jane Lepak	Yes
Rhonda Cochran	Yes	Terry Wallace	Yes

The application for **Kimberly Durham's** LADC and her request for previous supervision was readdressed. Ms. Everest stated that she spoke with Ms. Durham approximately a year ago and encouraged her to find other ways to document her supervision in order for her to make application for her LADC. Ms. Durham is currently under supervision. Mr. Wallace made a motion to **approve** Ms. Durham's previous

supervision and allow her to sit for the written exam. Ms. Phyffer seconded the motion and the vote was recorded as follows:

Kyle McGraw	Abstain	Patty Gail Patten	Abstain
Evelyn Phyffer	Yes	Jane Lepak	Yes
Rhonda Cochran	Yes	Terry Wallace	Yes

A request for prior supervision for **S. Kay Miller** was reviewed. Ms. Miller addressed the Board in person in November and was asked to submit further documentation. Ms. Miller faxed a large amount of documents, however none of which were the official forms. There were no supervision contracts, logs or evaluations in the documents faxed to the office. Ms. Cochran moved to **deny** Ms. Miller's request for previous supervision. Mr. Wallace seconded the motion and the vote was recorded as follows:

Kyle McGraw	Abstain	Patty Gail Patten	Yes
Evelyn Phyffer	Yes	Jane Lepak	Yes
Rhonda Cochran	Yes	Terry Wallace	Yes

A letter from **Dana Still** requesting prior supervision be accepted was reviewed. Ms. Still's application was denied based on her degree in management and a lack of behavioral health hours. Ms. Still attached a copy of her enrollment in classes to meet the Boards requirements. She wants her past supervision to be approved before December 31, 2006 based on the fact that she will be re-applying upon completion of her behavioral health classes. Ms. Still has 1600 hours of supervision with Gary Russell, LADC. She also has supervision with Robin Still, but not a log or evaluation. Mr. Wallace made a motion to **approve** 1600 hours of supervision. Ms. Lepak seconded the motion and the vote was unanimous in the affirmative.

A request for prior supervision for **Bess Wollard** was reviewed. Ms. Wollard received supervision from Roberta Gilbert, LADC. Ms. Wollard was injured and was unable to work and was laid off. Ms. Wollard wants to get back in the field and asking for her supervision to be accepted. Ms. Wollard's supervision is over 9 years old. Ms. Phyffer made a motion to **accept** Ms. Wollard's supervision as her 300-hour practicum requirement. Ms. Lepak seconded the motion and the vote was unanimous in the affirmative.

Ms. Everest encouraged the Board to change the language in our statutes from drug and alcohol to addiction. She stated it would allow for the Board to address more of the addictions in general (i.e. gambling, sexual addictions, eating disorders). Discussion concerning more continuity in the area of all addictions with a motion by Kyle to change wording in our definition of counselors in Title 38 to include "addictions". Ms. Lepak seconded the motion and the vote was unanimous in the affirmative.

The Board reviewed a request for **Karen Ting's** masters' degree to be accepted. Ms. Ting has a Masters of Science degree in Natural Health that she earned on-line. The Department of Education or the Council for Higher Education Accreditation does not approve Ms. Ting's degree. The Board made a decision to not approve degrees from Universities and Colleges that were not accredited by the Department of Education, or the Council for Higher Education Accreditation. Ms. Ting's degree was not accepted.

The Board reviewed a petition for **Suzie LeBrocq's** degree to be accepted. The Board reviewed transcripts from the United Kingdom and Samoa for Ms. LeBrocq. Ms. LeBrocq has a masters degree of Philosophy from Plymouth. She also has a masters of Psychology in Art Therapy from Brighton University. Ms. Lepak made a motion to **accept** Ms. LeBrocq's degree. Mr. McGraw seconded the motion and the vote was unanimous in the affirmative.

A request for **Cydnia Brooke** petitioning the Board to approve her BS degree was discussed. Ms. Patten received and reviewed her degree. Ms. Brooke has not made application for her CADC. Ms. Brooke's petition has been tabled until Ms. Brooke makes application.

The Board reviewed the following requests for continuing education approval:

Brookhaven– “*Eating Disorders*” - Chisoo Choi, M.D. – 1.5 hours- Mr. Wallace made a motion to **Approve** CEUs. Ms. Lepak seconded the motion and the vote was unanimous in the affirmative.

Southeastern Oklahoma State University- “*Ethics Workshop*”-Daniel Weigel, Ph.D. LPC, LADC, ACS – 3 hours- Ms. Lepak made a motion to **Approve** CEUs. Ms. Phyffer seconded the motion and the vote was unanimous in the affirmative.

Gateway to Prevention & Recovery- “*Ethical Challenges in AOD Counseling*”- Joel Rutledge, LPC, LADC- 3 hours- Ms. Lepak made a motion to **Approve** CEUs. Ms. Cochran seconded the motion and the vote was unanimous in the affirmative.

Gateway to Prevention & Recovery- “*What do you mean, I’m a CDEF?*”- Dr. Keith Killian, LADC- 2 hours- Ms. Lepak made a motion to **Approve** CEUs. Ms. Cochran seconded the motion and the vote was unanimous in the affirmative.

Gateway to Prevention & Recovery- *Treatment Planning*”- Joel Rutledge, LPC, LADC- 2 hours- Ms. Lepak made a motion to **Approve** CEUs. Ms. Cochran seconded the motion and the vote was unanimous in the affirmative.

Ms. Johnson updated the board on Lynn Carr. Ms. Johnson stated that Ms. Carr’s probation was expunged. Ms. Carr application and supervision contract is in good standing.

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

June Elkins Baker, CADC
David Hampton, LADC
Deanna Isenbart, LADC

Lois Jacoby, CADC
Cathy Owen, LADC
Dandra Rentie, LADC

The Board discussed setting up a training course for Board approved supervisors. Supervisors will be notified of the training available and given ample time to attend training before their supervision status is changed. Ms. Patten requested for Board members who wish to serve on the Supervisory Committee to please contact her. Ms. Patten also addressed Judy Brink from ODAPCA and asked if she or Randy VanNostrand, LADC would like to serve on the committee as well. Ms. Brink stated that she would be interested.

Reji Varghese presented the administrative report (Attachment 3). After review, Mr. McGraw moved to approve the administrative report as presented. Ms. Phyffer seconded the motion and the vote was unanimous in the affirmative.

Mr. Varghese presented the Board with a letter (Attachment 4) from the State auditor concerning the internal control audit. The cost for the audit is \$1000.00. Ms. Phyffer made a motion to approve the \$1000.00 audit fee. Ms. Lepak seconded the motion and the vote was unanimous in the affirmative

Ric Pierson has been speaking with Randy VanNostrand, LADC regarding releasing the CADC/ LADC credentialing from IC & RC. Mr. Pierson said that his conversations with Mr. VanNostrand have been very positive. Judy Brink, Executive Director ODAPCA addressed the Board and said ODAPCA will be having a board meeting January 12, 2007 to discuss the issue of releasing credentialing.

Mr. Pierson presented an estimate for workers compensation insurance for the employees of the Board of Licensed Alcohol and Drug Counselors. The cost of the insurance is \$501.00 per year. The board does not have to vote to approve anything under \$1000.00. The Board agreed that workers compensation insurance should be purchased. Mr. Pierson stated he would contact the company to obtain the policy.

Mr. Pierson informed the Board of *Hire Watch*, the company that does background checks. The cost is \$199.00 per month for unlimited searches in the Hire Watch system. The company does not require any long-term contracts. The Board agreed to try Hire Watch for 1 month.

Ms. Johnson presented the Board with a "Statement of Professional Disclosure" form for certified/licensed professionals and a "Statement of Professional Disclosure" form for applicants under supervision. These forms will be placed on the website and made available for any of our professionals or applicants. Using these forms is not a requirement of the Board. The Board approved the (2) "Statement of Professional Disclosure" forms. Ms. Johnson also presented a "CEU Verification of Attendance" form. Ms. Lepak noted denied was misspelled and Ms. Johnson stated she would make the correction. The Board approved the "CEU Verification of Attendance" form.

The complaint review committee addressed the relapse of Joylan Netter. Ms. Netter was sent a certified letter to address the Board in person or submit a letter of response. Ms. Netter did not contact the Board. The CRC has suspended Ms. Netter's application process for licensure. She has one year to appeal this decision before her file is closed.

Board meeting dates for 2007 were set as follows:

January 8, 2007
February 12, 2007
March 12, 2007
April 19, 2007
May 14, 2007
June 11, 2007
July 9, 2007
August 13, 2007
September 10, 2007
October 8, 2007
November 12, 2007
December 10, 2007

An email from Sid Pilkington was presented to the Board regarding testing issues with ODAPCA/ODAPCCB. Ms. Johnson and Mr. Pierson addressed other concerns that have been presented to the office by applicants regarding testing. Ms. Patten and Ms. Cochran will be in Tulsa next week and will meet with Randy VanNostrand, LADC the board chair of ODAPCCB to discuss the issues. Ms. Patten will contact Mr. VanNostrand to set up a meeting.

There being no further business, the meeting was adjourned at 5:22 p.m.