

# *Oklahoma Board of Licensed Alcohol and Drug Counselors*

## Minutes of the Meeting

Monday, February 12<sup>th</sup>, 2007 at 10:00 a.m.

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The Oklahoma Board of Licensed Alcohol and Drug Counselors met on February 12<sup>th</sup>, 2007, 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, Co-Chair  
Jane Lepak  
Rhonda Cochran  
Kyle McGraw

Others present included:

Pat Podolec, Assistant Attorney General for the Board  
Ric Pierson, Executive Director Board of Licensed Alcohol & Drug Counselors  
Stori Johnson, Administrative Staff

Upon determining that a quorum was present, Ms. Patty Gail Patten, Board Chair called the meeting to order at 10:20 a.m.

The minutes from the January 8<sup>th</sup>, 2006 meeting were reviewed. Ms. Cochran moved to approve the minutes as written. Mr. Stevens seconded the motion and the vote was unanimous in the affirmative.

Ms Patten asked for other introductions. Ms. Judy Brink, with ODAPCA, Ms Rita Daniel, and also our acting Assistant Attorney General for the Board Pat Podolec introduced themselves.

**Ms. Rita Daniel** appeared in person to inquire why her supervision privileges had been suspended. The Board tabled this matter until March 12, 2007 so that more information could be gathered regarding this situation.

A letter requesting **David Scott Pittman's** educational requirements be accepted was reviewed by the board. Mr. Pittman may become an applicant contingent upon completion of his educational requirements. Mr. Stevens moved that Mr. Pittman's application be **accepted** contingent upon completion of his education requirements. Ms. Lepak seconded the motion and the vote was recorded as follows:

Kyle McGraw	Yes
Rhonda Cochran	No
Patty Gail Patten	Yes
Bob Stevens	Yes
Jane Lepak	Yes

The Board reviewed a letter from **Mark Smalley, LADC** requesting that he be allowed to be an approved supervisor. After discussion Mr. Stevens made the motion not to add any supervisors at this time until supervision-training requirements can be established and implemented. Ms. Lepak seconded the motion and the vote was unanimous in the affirmative.

The Board reviewed the following requests for continuing education approval:

1. Brookhaven Hospital– “*Attention, Memory & TBI*”– February 7, 2007 1.5 hours- Pamela Washbourne, MS, CCC-SLP
2. Brookhaven Hospital –“*An Ethical Look at Value Conflicts and Ethical Issues in Multicultural Populations*” March 7, 2007- 1.5 hours- Dorothy Millican, Ph.D
3. Brookhaven Hospital–“*Professional Boundaries: The Therapeutic Relationship*”- April 4, 2007 1.5 hours- Ron Broughton, M.Ed., LPC
4. Brookhaven Hospital- “ *Cognitive- Communicative Disorders Following Brian Injury*” June 6, 2007- 1.5 hours – Lori Davis, Ed.D., CCC-SLP
5. Family and Children’s Services- “*How to be a Life Saver: Suicide Risk Management*” March 5, 2007- 6 hours- Stacie Barnett, LPC
6. Family and Children’s Services- “*Considering Spirituality in Psychological Treatment*” February 8 & 22 and March 1, 2007- 6 hours- Edward Shafranske, Ph.D., ABPP
7. Oklahoma Association for Problem & Compulsive Gambling, Inc./The Center for Therapeutic Interventions- “*1<sup>st</sup> Annual Oklahoma Interactive Conference for Problem Gambling & Co-Occuring Disorders*”- March 8 & 9, 2007- 14 hours 3 Ethics
8. Parkside Psychiatric Hospital & Clinic- “*Ethics for Behavioral & Allied Health Professionals*”- March 30, 2007- 3 hours- Bruce R. Hodson, Ph.D

Mr. Stevens moved to **approve** CEU’s. Ms. Lepak seconded the motion and the vote was unanimous in the affirmative.

Board reviewed candidates who have completed requirements for licensure or certification. Ms. Lepak moved to approve the following applicants for licensure/ certification. Ms. Cochran seconded the motion and the vote was unanimous in the affirmative.

Levi Keehler, LADC  
Janis Mayer, CADC

Patty Gail Patten asked the Board to discuss supervision “under extreme conditions.” The rules (38:10-9-4 (b) 3 states, “A supervisee must receive an average of one hour per week of live, interactive and visual supervision until the candidate becomes licensed or certified.” Discussion ensued regarding the interpretation of “average of one hour per week.” The Board interprets this to allow for extreme conditions such as inclement weather, deaths, illnesses, and/or natural disasters. In the event that supervision cannot be held one week, the missed supervision time must be made up as soon as possible.

The Board reviewed **Rosa Perez Wright’s** application and supervision contract. They were submitted after the December 31<sup>st</sup>, 2006 deadline and therefore Ms. Perez Wright’s previous supervision was denied.

Mr. Reji Varghese presented the financial report. After review, Mr. McGraw moved to approve the financial report as presented. Ms. Lepak seconded the motion and the vote was unanimous in the affirmative.

Mr. Varghese reported that Mr. Pierson had signed the contract for the on-line renewal process. The website is being developed at this time and should be available for this year’s renewals.

Discussion was held regarding Certified Clinical Supervisor credential (CCS) through the IC & RC. It was brought to the Board's attention that some counselors with this certification were discouraged to continue this certification at the time the Board took over the licensing and certification process. Mr. Pierson, on behalf of the Board, will work with ODAPCA to develop a list of all CCS's as of November 1, 2005, and offer any of those counselors that did not continue their CCS certification an opportunity to "Grandfather" back into CCS status. The Board also discussed adopting the IC&RC requirements as the standard for supervisors as stated below:

### **CCS Supervision Requirements**

**Prerequisite:** Must hold a current and valid reciprocal level AODA or AAODA credential or a specialty substance abuse credential in another professional discipline in human services at a Master's level or higher.

**Experience:** 10,000 hours of counseling experience as an AODA counselor. Verification of 4000 hours of clinical supervisory experience in the AODA field to include 200 hours of face-to-face clinical supervision. Certifying bodies may substitute a degree in a behavioral science for part of the work experience.

**Education:** 30 hours of education in clinical supervision encompassing 6 hours in each performance domain.

**Examination:** IC&RC Written Clinical Supervisor Examination.

**Code of Ethics:** Signed statement of affirmation and a written enforcement and appeals mechanism to maintain ethical standards.

**Recertification:** 6 hours of continuing education earned every 2 years. Hours used may be part of the 40 hours used for the AODA or AAODA recertification.

Mr. Pierson presented the Board an updated Complaint Review Log (Attachment2). There are currently 4 open complaint cases. The committee is scheduled to meet on February 22, 2007.

Mr. Pierson reported that he had spoken with Ms. Patten regarding the ADSAC Conference to be held June 6-8, 2007 at the University of Central Oklahoma. Ms. Patten directed Mr. Pierson to arrange for the Board to have our display booth at the Conference and the he and Ms. Johnson attend.

Mr. Pierson and Ms. Patten reported that they would be chairpersons at a meeting regarding the co-occurring certification at the Health Care Authority tomorrow, February 13, 2007.

The Board changed the following Board meeting dates:

1. April 9<sup>th</sup> to **April 16<sup>th</sup>**, 2007 due to Mr. Pierson and Ms. Patten out of town on April 9th for the IC & RC conference.
2. November 12<sup>th</sup> to **November 5<sup>th</sup>** due to Veteran's Day.

Discussion on how applicants may sign their names for billing purposes. Applicants may use “under supervision” after their name without any specific acronym. This “identifier” may be used for *billing purposes only*. (i.e. Jane Smith, M.S., under supervision) Mr. Stevens made a motion to approve this signature line. Mr. McGraw seconded the motion and the vote was recorded as follows:

Kyle McGraw	Yes
Rhonda Cochran	Yes
Patty Gail Patten	Yes
Bob Stevens	Yes

Jane Lepak had left the room

The Board reviewed an e-mail received in the office on February 9, 2007 from Patty Bass on behalf of Mr. Rob True and Ms. Helen Moore. There were several errors related to the initial licensure of Mr. True and Ms. Moore and their fees for licensure under the “Grandfathering Clause” were received in April 2006. Their wallet cards were sent to them with an expiration date of June 2007. Due to this confusion, Mr. True and Ms. Moore did not renew in June 2006. After discussion, the Board decided to allow Mr. True and Ms. Moore to renew their licensure for this year without late charges. Mr. True and Ms. Moore will need to provide documentation of their CEU’s. Mr. True and Ms. Moore will need to accrue 20 more CEU’s from February 12<sup>th</sup> 2007 to June 30<sup>th</sup> 2007 to renew for the period July 1<sup>st</sup> 2007 to June 30<sup>th</sup> 2008. Mr. Stevens made the motion to allow Mr. True and Ms. Moore to renew their licenses for this year without late charges. Ms. Lepak seconded the motion and the vote was recorded as follows:

Rhonda Cochran	Yes
Patty Gail Patten	Yes
Bob Stevens	Yes
Jane Lepak	Yes

Kyle McGraw had left the room

There being no further business, the meeting was adjourned at 3:28 p.m.