

Oklahoma Board of Licensed Alcohol and Drug Counselors
Minutes of the Meeting
July 17, 2006

The Oklahoma Board of Licensed Alcohol and Drug Counselors met on July 17, 2006, in accordance with the Open Meeting Act. The meeting was held at 5104 North Francis Avenue, Suite C, Oklahoma City, Oklahoma. Members present were:

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

Others present included:

Tricia Everest, Assistant Attorney General for the Board
Judy Brink, Administrative Staff
Stori Johnson, Administrative Staff
Lyle Kelsey, Executive Director of the Medical Board
Jan Ewing, Deputy Director of the Medical Board

Upon determining that a quorum was present, Mr. Stevens, Vice Chair called the meeting to order at 1:45. Ms. Patten arrived and assumed Chair of the meeting. Ms. Patten welcomed the guests in the audience and asked them to introduce themselves.

The minutes from the June 12, 2006 meeting were reviewed. Ms. Patten suggested adding to the paragraph on Ann Allen, that the Board reviewed her transcript and noted 35 hours of behavior science courses, which met the requirements of the Board. Mr. Stevens moved to approve the minutes with the correction. Ms. Lepak seconded the motion and the vote was unanimous in the affirmative.

Levi Keehler, applicant for LADC, sent in a request to have prior supervision by Steve Sumner accepted toward licensure. Mr. Sumner was a drug and alcohol counselor at the time but not a CCS. The Board previously decided they would accept prior supervision if the supervisor was a drug and alcohol counselor. The supervision was accepted.

A request from Sherri Miller for approval of prior supervision by Bill Clark was reviewed. Mr. Clark is a LADC. The Board accepted this supervision.

The Board discussed the application of Max Lanier. Mr. Lanier reported that he had been charged with assault in 2005 which had to do with domestic problems. The application was tabled for review of the official records of the charge.

The application of Melissa McDaris was reviewed. Ms. McDaris is currently on probation after pleading guilty on two counts of forgery. The Board tabled the application requesting additional information on the forgery.

Valerie Weiss appeared in person requesting to work under the supervision of an LADC or for a letter from the Board in order to meet the Drug Court requirements for Oklahoma County. Ms. Weiss is a licensed registered nurse; however, cannot bill for alcohol and drug counseling at the Department of Mental Health. She does not have a bachelors degree and therefore is not eligible to apply for licensure. The Board stated they had no jurisdiction to approve her supervision. Laura Clarkson from the Nursing Board was in the audience and stated that Ms. Weiss could obtain certification in addiction as an RN.

The application for Angela South was reviewed. Ms. South is applying for CADC based on reciprocity from Texas. She has passed the ICRC examination. The Board approved her application.

Delores Gothiear is applying for CADC based on reciprocity from Missouri. She has not passed the ICRC test. Ms. Gothiear is employed by the Oklahoma Department of Corrections and failed to apply under the grandfathering clause. After discussion, it was the Board's decision that Ms. Gothiear would need to complete six months of supervision and take both the oral and written test.

The Board reviewed and approved the following for CEU: Brookhaven Hospital – Self Mutilation and Center Point Inc. – Counseling Theories and Techniques. The Board requested that staff ask for Bios on all presenters prior to submitting for approval.

Ms. Patten announced the resignation of Judy Brink effective July 21, 2006 and expressed the Board's appreciation for her hard work in getting the office started and wished her the best. Ms. Brink stated that she had accepted the position of Executive Director for ODAPCA.

Ms. Lepak reported on the progress of forming a Peer Assistance Committee. Laura Clarkson, Director, Board of Nursing Peer Assistance Committee cannot oversee the Alcohol and Drug Counselor Board's program; however could be an advisor.

Ms. Everest reported that a tracking system for complaints has been developed. There have been seven complaints filed in 2006. Two were sent to the Medical Board for investigation. Some complaints were on individuals that are no longer in the system, however, their files have been flagged should they return in the future.

Mr. Kelsey presented a demonstration of the web site showing the addition of a Complaint Procedure page. This page outlines the complaint process and has the complaint form, law/rules and ethics available to download and print. It also has a list of other licensing agencies should the licensee not be an alcohol and drug counselor.

There was a question from the floor on how many complaints must be received prior to the Board looking at them. Ms. Everest explained the complaint process, stating that each complaint is reviewed by the Complaint Committee for it veracity and if the allegations were for something that was within the Board's jurisdiction, an investigation would be opened. This could be done with just one complaint filed.

Under New Business, Ms. Patten brought up the discussion of a person charged for molestation of a minor that the Board approved to work under supervision. Ms. Everest

advised that rule 38:1-1-7. *Emergency actions* allows the Board Chair to take emergency action, in order to protect the public health, safety or welfare. Ms. Patten will send a letter suspending the approval to work under supervision. Ms Everest will follow up with a petition for the next Board meeting.

Ms. Patten reported that OCARTA has not submitted any names to the Governor for appointment to the Board and she will stay in touch with them on this matter.

Mr. Kelsey presented the financial report as well as the budget for FY 2007 (Attached). After review, Mr. Stevens moved to approve the budget as presented. Ms. Phyffer seconded the motion and the vote was unanimous in the affirmative.

Mr. Stevens moved to enter into executive session to discuss personnel. Ms. Phyffer seconded the motion and the vote was unanimous in the affirmative.

Mr. Stevens moved to enter into open session. Ms. Phyffer seconded the motion and the vote was unanimous in the affirmative.

Mr. Stevens moved to offer Stori Johnson the administrative assistant position. Ms. Lepak seconded the motion and the vote was unanimous in the affirmative.

Also under New Business, the Board reviewed a letter from Sharon Zang requesting a letter from the Board accepting a proposed masters degree program in alcohol and drug counseling at Northwestern State University in Alva. After discussion, the Board agreed to send a letter stating they supported having a masters degree program in alcohol and drug counseling and the requirements of such a program were set forth in statute.

The following agreed to be on the Interview Committee in the search for an Administrator: Patty Gail Patten, Evelyn Phyffer and Bob Stevens.

There being no further business, the meeting was adjourned at 4:15 p.m.