

# *Oklahoma Board of Licensed Alcohol and Drug Counselors*

## Minutes of the Meeting

Monday, May 12, 2008 at 10:00 a.m.

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The Oklahoma Board of Licensed Alcohol and Drug Counselors met on March 10, 2008, 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:

Robert Stevens  
Jane Lepak  
Kyle McGraw  
Terry Wallace

Robert Stevens determined a quorum was present and called the meeting to order at 10:10 A.M. Ms. Cochran arrived at 10:11 am.

Mr. Stevens asked that others present please introduce themselves. Others present included:

Sandra Balzer, Assistant Attorney General  
Debra Schwartz, Assistant Attorney General  
Ric Pierson, Executive Director  
Cheryl Waite, Administrative Assistant  
Linda Winton, Complaint Review Committee  
John Turner  
Ching Lei Chi  
Patti Pojezny  
Linda Chapman  
Tammy Fangman

Minutes of March 10, 2008 were reviewed and discussed. Mr. McGraw moved to approve the minutes. Ms. Lepak seconded the motion. The minutes for the March 10, 2008 meeting were approved unanimously.

Candidates for licensure/certification that have completed all requirements and are eligible for licensure/certification were presented to the Board. Ms. Lepak made a motion to accept all candidates presented contingent upon receipt of their \$100.00 licensure/certification fee. Mr. McGraw seconded the motion. The motion was passed with a roll call vote as follows:

Kyle McGraw:	Yes
Robert Stevens:	Yes
Jane Lepak:	Yes
Terry Wallace:	Yes

The following candidates were approved:

Malu Alfonso	LADC	Broken Arrow
Billy Edwards	LADC	Norman
Juanita Garza	LADC	Moore
Serena Hodges	CADC	Lawton
Latia Parker	LADC	Sapulpa
Cynthia Sissom	LADC	Kellyville
Son Il Yun	LADC	Stillwater
Sherry Miller	LADC	Ardmore
Carrolyn Salvatierra	LADC	Oklahoma City
Mary Stafford	LADC	Norman
Melanie Johnson	LADC	Oklahoma City

Mr. Pierson presented transcripts for Business Administration degree of Mary Bohnet. The Board asked for office staff to get course descriptions from applicants when in doubt of course names. Mr. McGraw made a motion to deny the application of Mary Bohnet at this time. Ms. Cochran seconded the motion. The motion was passed with a roll call vote as follows:

Kyle McGraw: Yes  
Rhonda Cochran: Yes  
Robert Stevens: Yes  
Jane Lepak: Yes  
Terry Wallace: Yes

Mr. Pierson presented transcripts for Liberal Studies degree of Kiva McFadden. After much discussion, a motion was made by Ms. Cochran to deny this transcript. Ms. Lepak seconded the motion. The motion was passed with a roll call vote as follows:

Kyle McGraw: Yes  
Rhonda Cochran: Yes  
Robert Stevens: Yes  
Jane Lepak: Yes  
Terry Wallace: Yes

Mr. Pierson asked the Board for guidance regarding how many continuing education hours one can receive from teaching a course. There was much discussion. Patty Gail Patten, Board chair entered the meeting at 10:35 am, and Mr. Stevens relinquished the floor to the chair at this time. A motion was made by Mr. Stevens to allow 10 hours of Non-Specific CEU credit

and Ethics. Mr. Wallace seconded the motion. The motion passed with a roll call vote as follows:

Kyle McGraw: Yes  
Rhonda Cochran: No  
Patty Gail Patten: Yes  
Robert Stevens: Yes  
Jane Lepak: Yes  
Terry Wallace: Yes

Complaint #610308 Ching Lei Chi appeared before the Board represented by her attorney, John Turner. Sandra Balzer refreshed the Board about the Consent Order presented to Ms. Chi at previous Board meeting. Ms. Chi chose to make an alternative proposal to the Board. After much discussion, Debra Schwartz, Assistant Attorney General asked Ms. Chi, her attorney and Sandra Balzer to go to another room and work out the details of their proposal.

Complaint #441007 was against Linda Byers. A motion was made by Ms. Lepak to dismiss complaint with a letter of concern regarding state statute. Mr. McGraw seconded the motion. . The motion passed with a roll call vote as follows:

Kyle McGraw: Yes  
Rhonda Cochran: Yes  
Patty Gail Patten: Yes  
Robert Stevens: Abstain  
Jane Lepak: Yes  
Terry Wallace: Yes

Complaint #491107 was in regards to advertising a non-accredited degree. A motion was made by Mr. Stevens that Mr. Pierson to get more information on this degree. Ms. Cochran seconded the motion. . The motion passed with a roll call vote as follows:

Kyle McGraw: Yes  
Rhonda Cochran: Yes  
Patty Gail Patten: Yes  
Robert Stevens: Yes  
Jane Lepak: Yes  
Terry Wallace: Yes

Complaint #431007 was tabled until the next meeting.

Complaint #491107 was in regards to dismissing complaint of dual relationship. A motion was made by Mr. McGraw to dismiss complaint #471107. Ms. Lepak seconded the motion. . The motion passed with a roll call vote as follows:

Kyle McGraw: Yes  
Rhonda Cochran: Yes  
Patty Gail Patten: Yes  
Robert Stevens: Yes  
Jane Lepak: Yes  
Terry Wallace: Yes

Complaint #451007 was in regards to dismissing complaint of non-competete. A motion was made by Mr. Stevens to dismiss complaint #451007. Ms. Cochran seconded the motion. . The motion passed with a roll call vote as follows:

Kyle McGraw: Yes  
Rhonda Cochran: Yes  
Patty Gail Patten: Yes  
Robert Stevens: Yes  
Jane Lepak: Yes  
Terry Wallace: Yes

Tammy Fangman appeared before the Board to request reinstatement of her CADC credential. She informed the Board that she intends to get her BA degree, but because of medical issues, she missed the grandfathering date. Ms. Fangman stated that when she previously appeared before the Board that she was not allowed to speak. The Board took no action, Ms. Fangman does not meet criteria of the law.

1145 – Ms. Phyffer entered the room.

Returning to Complaint #610308, Ms. Chi, and her attorney, Mr. Turner requested the Board strike items #19, 20, 21, and 22 of their proposal and replace it with their proposed amendment. Mr. Stevens made a motion for the Board to enter Executive Session. Mr. McGraw seconded the motion. The motion passed with a roll call vote. The Board entered Executive Session. Mr. Stevens made a motion to come back into session. Mr. McGraw seconded the motion. The Board suggests the following amendments to the original proposal: #1 – 4 hours of Supervision, not 2. #2 – Dr. Haskins cannot perform supervision because of a conflict of interest, and #3 – Requests monthly supervision reports be sent to the Board. Mr. Stevens made a motion to accept either the Boards original Proposal, or the amended Proposal with the changes just discussed. Ms. Lepak seconded the motion. The motion passed with a roll call vote as follows:

Kyle McGraw: Yes  
Rhonda Cochran: Yes

Patty Gail Patten: Yes  
Robert Stevens: Yes  
Jane Lepak: Yes  
Terry Wallace: Yes

1247 – Mr. McGraw left the room. Board went into recess for lunch. The Board was called back at 1315.

Election of Officers - Ms. Cochran – Board Chair and Ms. Lepak – Vice Chair Mr. Stevens made a motion to approve election of Board Chair and Vice Chair. Mr. Wallace seconded the motion. The motion passed with a roll call vote as follows:

Kyle McGraw Yes  
Rhonda Cochran: Yes  
Evelyn Phyffer: Yes  
Patty Gail Patten: Yes  
Robert Stevens: Yes  
Jane Lepak: Yes  
Terry Wallace: Yes

Mr. Pierson presented transcripts for Sociology degree of Andrea Megan Maciula. A motion was made by Mr. Stevens to accept this transcript. Ms. Lepak seconded the motion. The motion was passed with a roll call vote as follows:

Kyle McGraw Yes  
Rhonda Cochran: Yes  
Evelyn Phyffer: Yes  
Patty Gail Patten: Yes  
Robert Stevens: Yes  
Jane Lepak: Yes  
Terry Wallace: Yes

Lyle Kelsey and Reji Varghese of the Medical Board presented the financial reports. Mr. Stevens made a motion to approve invoices from 7/07 thru 12/07 for a total of \$14,196.91. Ms. Lepak seconded the motion. The motion was passed with a voice vote, and none opposed. A motion was then made by Mr. Stevens to approve invoice #15370, 15368, 15369, and 15367. Ms. Phyffer seconded the motion. The motion was passed with a voice vote, and none opposed. A motion was made by Ms. Lepak to approve the financial report. Ms. Phyffer seconded the motion. The motion passed with a voice vote, and none opposed.

At 1345 Kyle McGraw left the meeting.

Discuss as to renew Assistant Attorney General’s contract for 2009. A motion was made by Mr. Stevens to continue with current contract. Ms. Lepak seconded the motion. The motion was passed with a roll call vote as follows:

Rhonda Cochran: Yes  
Evelyn Phyffer: Yes

Patty Gail Patten: Yes  
Robert Stevens: Yes  
Jane Lepak: Yes  
Terry Wallace: Yes

Mr. Pierson asked for guidance in regards to Affidavit of Citizenship required by the State. Mr. Stevens made a motion to put a hold on LADC/CADC renewals until we have such affidavit on file. Ms. Phyffer seconded the motion. The motion was passed with a roll call vote as follows:

Rhonda Cochran: Yes  
Evelyn Phyffer: Yes  
Patty Gail Patten: Yes  
Robert Stevens: Yes  
Jane Lepak: Yes  
Terry Wallace: Yes

Mr. Pierson presented transcripts for Health Services degree of Kim Bryant. This issue was tabled until we get more information about her courses.

Mr. Pierson asked for the Boards guidance in the issue of Title 38:10-7-7(d)(3) and (h) regarding “failure to apply to take examination within one year”. A motion was made by Ms. Patten to require applicants to provide a new Application form #201 along with \$140.00 application fee, a new supervision contract, and supervision log and evaluation . Mr. Stevens seconded the motion. The motion was passed with a roll call vote as follows:

Rhonda Cochran: Yes  
Evelyn Phyffer: Yes  
Patty Gail Patten: Yes  
Robert Stevens: Yes  
Jane Lepak: Yes  
Terry Wallace: Yes

Mr. Pierson presented a request from Jessica Heavin to accept supervision hours from Missouri. Mr. Pierson was instructed to get the supervisor’s credentials and resume. Mr. Wallace made a motion to accept the Missouri supervision if the supervisor is in good standing in Missouri. Ms. Lepak seconded the motion. The motion was passed with a roll call vote as follows:

Rhonda Cochran: Yes  
Evelyn Phyffer: Yes  
Patty Gail Patten: Yes  
Robert Stevens: Yes  
Jane Lepak: Yes  
Terry Wallace: Yes

Ms. Patten asked for volunteers to serve on Peer Assistance Committee and Supervisor Standards Committee. The following people were suggested as possible committee members:

Peer Assistance Committee - Terry Wallace, Jane Lepak, Linda Graham, Kyle McGraw, Ric Pierson and Stori Johnson-Mahan  
Supervisor Standards Committee - Bob Stevens, Linda Graham, Rhonda Cochran, Bill Sharp, Kyle McGraw, Ric Pierson, and Stori Johnson-Mahan

Mr. Pierson gave the Executive Director's report with the following activities and events reported:

- \* Participation in Medical Board's "Co-Occurring Disorders in Physicians" on March 12, 2008.
- \* ODAPCA conference March 20 and 21, 2008.
- \* Attendance at IC&RC conference April 7-11, 2008.
- \* Participated and presented at High on Health Fair, Chapel Hill United Methodist Church,, April 12, 2008.
- \* NAADAC workshop and statewide organizational membership meeting in Tulsa, April 15 and 16, 2008.
- \* Meet with new Executive Director of Oklahoma Association of Problem and Compulsive Gambling, Wiley Harwell, LPC, April 17, 2008.
- \* Attended and set up booth at the Recovery Day at the Capitol, April 24, 2008
- \* Attended Case Presentation Method Training at ODAPCA on Friday and Saturday, April 25 and 26, 2008.
- \* Attended OSASA on Tuesday, May 6, 2008.

Being no further business to come before the Board, the meeting was adjourned at 1556 hours.