

NOTICE OF REGULAR MEETING
OKLAHOMA BOARD OF LICENSED ALCOHOL AND DRUG COUNSELORS

101 N.E. 51st Street
Oklahoma City, OK 73105

Monday, September 16, 2019 at 9:00 a.m.

AGENDA

- I. Determination of Quorum, call to order and opening remarks.
- II. Statement of compliance with Open Meetings Act and Mission Statement.
- III. Introduction of Board members and others present for today's meeting.
- IV. Review/Action - Approval of the Board Meeting minutes.
 - A. Minutes for July 15, 2019
- V. Discussion and possible action on Disciplinary Matters. The Board may conduct an evidentiary hearing, consider a proposed consent order, or consider other associated matters or motions.
 - A. Dennis Maddon, LADC/MH #1287. Complaint #538-0818. Practicing on an expired license. Consideration of Proposed Consent Order. *The Board may convene an Executive Session pursuant to 25 O.S. § 307 (B) (8).*
- VI. Discussion and possible action on candidate and application issues.
 - A. Report on Certified Letters sent to candidates in the testing process that did not pay the Application Maintenance Fee.
 - B. Discussion on files pulled due to the candidate not paying the Application Maintenance Fee and suggestions from the Executive Director on resolution.
 - C. Steven Ellsworth, LADC/MH candidate. Requesting an extension of time to complete requirements.
- VII. Discussion and possible action on matters brought to the Board through the office.
 - A. Appoint Board Member(s) authority to co-sign checks with Mr. Pierson and remove Member(s) no longer serving the Board.

- B. Inform the Board of upcoming seminars by the Attorney General's office on Open Meeting and Records statewide trainings.
- C. Potential Rulemaking for 2019.
- D. Possible meeting dates for 2020.

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| January 27 | July 20 |
| March 16 | September 21 |
| May 18 | November 2 |

VIII. Discussion and possible action on Financial Reports.

- A. Update on Current Financial Status and Review of Financial Report.
- B. Approval of Invoices
- C. Review and approval of Budget for FY-19.

IX. Recommendations from the Complaint Review Committee from August 28, 2019 meeting.

The Complaint Review Committee recommends **FINDING PROBABLE CAUSE** in the following complaints:

- A. Complaint #559-0819. Practicing on expired license.
- B. Complaint #560-0819. Practicing and billing while application was inactive due to no supervisor.

The Complaint Review Committee recommends finding **NO PROBABLE CAUSE and DISMISS** in the following complaints:

- A. Complaint #542-0218. Unprofessional conduct.
- B. Complaint #549-0119. Confidentiality.

X. Executive Director's Report.

- A. July 26. Second day of Supervisor Training here at the office.
- B. August 28. Complaint Review Committee met.
- C. August 30. Annual leave.
- D. September 10-13. Intermittent office hours.

XI. Candidates qualifying for Licensure.

**CANDIDATES WHO HAVE PASSED BOTH THE WRITTEN AND ORAL EXAMS AS OF
07/15/19**

Elizabeth Galbiso

CADC

Stillwater

CANDIDATES WHO HAVE APPLIED FOR AND QUALIFY FOR LADC/MH

Dan Cross

LADC

Tulsa

Stephanie Sandberg

LADC

El Reno

XII. New Business. Any matter not known about or which could not have been reasonably foreseen prior to time of posting of the agenda. (Ric Pierson).