

# *Oklahoma Board of Licensed Alcohol and Drug Counselors*

## **Minutes of the Board Meeting**

**Monday, September 16, 2019 at 9:00 A.M.**

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The Oklahoma Board of Licensed Alcohol and Drug Counselors met for a Board Meeting on September 16, 2019 in accordance with the Administrative Procedures Act and Open Meetings Act. The meeting was held at 101 N.E. 51<sup>st</sup> Street, Oklahoma City, Oklahoma.

Dr. Judith Adams presented the Statement of Compliance with the Open Meetings Act and the Mission Statement of the Board. Advance notice of this scheduled meeting was transmitted to the Oklahoma Secretary of State on October 10, 2018, and posted on the OBLADC website. The notice and agenda were posted in prominent public view on the front doors of the Oklahoma Board of Medical Licensure and Supervision building located at 101 N.E. 51<sup>st</sup> Street, Oklahoma City, Oklahoma on September 12, 2019 at 10:45 A.M.

Members present were:

Dr. Judith Adams  
Dr. Bill Sharp  
Rita Maxwell  
Cathy Christensen  
Steven Fritz

James Patterson notified the Executive Director that he would be unable to attend today's meeting. .

Others present were Ric Pierson, Executive Director of the Board of Licensed Alcohol and Drug Counselors, Elexis Tyler, Executive Assistant for ODAPCA, Sandra Balzer, Assistant Attorney General and Counsel for the Board, Renatta Simpson, Ken Greenshields, Lynett\_\_\_\_\_, Eric Adkins, Diana\_\_\_\_\_, Allen Cox, Stephanie Stuckert, Ashton Cascano, Holli Witherington and Janis Mayer.

Dr. Sharp made a motion to approve the minutes for July 15, 2019 meeting. Steven Fritz seconded the motion and a roll call vote was taken and recorded as follows:

Steven Fritz	Yes
Dr. Bill Sharp	Yes
Dr. Judith Adams	Yes
Rita Maxwell	Yes
Cathy Christensen	Yes

Mr. Don Burk, Board Member, entered the meeting.

In the matter of Dennis Maddon, LADC/MH#1287, Complaint #538-0818, Practicing on an expired license, Ms. Balzer, AAG presented a proposed Consent Order. Following a review and discussion of the Consent Order, Dr. Sharp made a motion to accept the consent Order as presented. Ms. Christensen seconded the motion and a roll call vote was taken and recorded as follows:

Steven Fritz	Yes
Dr. Bill Sharp	Yes
Dr. Judith Adams	Yes
Rita Maxwell	Yes
Cathy Christensen	Yes
Don Burk	Yes

Mr. Pierson lead a discussion on certified letter sent to applicants in the testing process that failed to pay the Application Maintenance fee of \$25.00 last December. No action was taken.

Mr. Pierson lead a discussion on how to proceed with approximately 750 candidate files that did not pay the Application Maintenance Fee last December. The Board requested that Mr. Pierson begin collecting information from the files so the Board would have a better idea of the status of the files as far as missing required documents, no contact with the Board, returned mail, etc. Mr. Pierson was instructed to seek out a volunteer to help with this project. Dr. Adams made a motion that Mr. Pierson get a volunteer and gather more information and how to notify candidates. Dr. Sharp seconded the motion and a roll call vote was taken and recorded as follows:

Steven Fritz	Yes
Dr. Bill Sharp	Yes
Dr. Judith Adams	Yes
Rita Maxwell	Yes
Cathy Christensen	Yes
Don Burk	Yes

Mr. Pierson requested that the Board appoint another Board member authority to co-sign checks with Mr. Pierson because two of the people that were authorized are no longer on the Board. Dr. Adams nominated Cathy Christensen to take on this responsibility. Dr. Sharp seconded the motion and a roll call vote was taken and recorded as follows:

Steven Fritz	Yes
Dr. Bill Sharp	Yes
Dr. Judith Adams	Yes
Rita Maxwell	Yes
Cathy Christensen	Yes
Don Burk	Yes

Ms. Balzer presented information on legislative bills that will effect this Board. HB 1373 addressing criminal history and licensing and SB 670 regarding licensing of active duty military

personnel and their spouses. Also, the use of the wording of “Moral Turpitude” and “Good Moral Character.” No action was taken today.

Mr. Pierson presented information to the Board regarding trainings by the Attorney General’s Office that will be held throughout the State on Open Meeting and Records trainings.

Mr. Pierson proposed Meeting Dates for calendar year 2020:

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

Ms. Maxwell made a motion to accept these meeting dates for 2020. Dr. Sharp seconded the motion and a roll call vote was taken and recorded as follows:

Steven Fritz	Yes
Dr. Bill Sharp	Yes
Dr. Judith Adams	Yes
Rita Maxwell	Yes
Cathy Christensen	Yes
Don Burk	Yes

Mr. Pierson presented the financial report and Mr. Reji Varghese, Deputy Director of the Oklahoma Medical Board, joined Mr. Pierson in discussion of the Board’s financial position and recommended we pay the past invoices due the Medical Board for FY-18. Ms. Maxwell made a motion to pay the FY-18 invoices and Dr. Sharp seconded the motion. A roll call vote was taken and recorded as follows:

Steven Fritz	Yes
Dr. Bill Sharp	Yes
Dr. Judith Adams	Yes
Rita Maxwell	Yes
Cathy Christensen	Yes
Don Burk	Yes.

Mr. Pierson presented the Medical Board invoices for July and August 2019 (FY-2020). Mr. Fritz made a motion to accept the July and August invoices and approve the financial report. Mr. Burk seconded the motion and a roll call vote was taken and recorded as follows:

Steven Fritz	Yes
Dr. Bill Sharp	Yes
Dr. Judith Adams	Yes
Rita Maxwell	Yes

Cathy Christensen	Yes
Don Burk	Yes.

The Complaint Review Committee made the following recommendations:

- A. The Complaint Review Committee recommends finding **PROBABLE CAUSE** of the following complaints:

Complaint #559-0819. Practicing on expired license.

Dr. Sharp made a motion to find probable cause in Complaint #559-0819. Ms. Christensen seconded the motion and a roll call vote was taken and recorded as follows:

Steven Fritz	Yes
Dr. Bill Sharp	Yes
Dr. Judith Adams	Yes
Rita Maxwell	Yes
Cathy Christensen	Yes
Don Burk	Yes

Complaint #560-0819. Practicing and billing without supervision.

Mr. Fritz made a motion to find probable cause in complaint #560-0819. Dr. Sharp seconded the motion and a roll call vote was taken and recorded as follows:

Steven Fritz	Yes
Dr. Bill Sharp	Yes
Dr. Judith Adams	Yes
Rita Maxwell	Yes
Cathy Christensen	Yes
Don Burk	Yes

- B. The Complaint Review Committee recommends finding **NO PROBABLE CAUSE AND DISMISSAL** of the following complaints:

Complaint #542-0218. Unprofessional conduct. Dr. Sharp made a motion to find no probable cause and dismiss this complaint. Mr. Fritz seconded the motion and a roll call vote was taken and recorded as follows:

Steven Fritz	Yes
Dr. Bill Sharp	Yes
Dr. Judith Adams	Yes

Rita Maxwell	RECUSE
Cathy Christensen	Yes
Don Burk	Yes

Complaint #549-0119. Confidentiality. Ms. Christensen made a motion to find no probable cause and dismiss complaint #549-0119. Dr. Sharp seconded the motion and a roll call vote was taken and recorded as follows:

Steven Fritz	RECUSE
Dr. Bill Sharp	Yes
Dr. Judith Adams	Yes
Rita Maxwell	Yes
Cathy Christensen	Yes
Don Burk	Yes

Mr. Pierson gave the Executive Director's report.

**CANDIDATES WHO HAVE PASSED BOTH THE WRITTEN AND ORAL EXAM AS OF THE BOARD MEETING HELD ON 07/15/2019.**

Elizabeth Galbiso	CADC	Stillwater
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Ms. Christensen made a motion to approve this candidate. Dr. Sharp seconded the motion and a roll call vote was taken and recorded as follows:

Steven Fritz	Yes
Dr. Bill Sharp	Yes
Dr. Judith Adams	Yes
Rita Maxwell	Yes
Cathy Christensen	Yes
Don Burk	Yes

**CANDIDATES WHO HAVE APPLIED FOR AND MET REQUIREMENTS FOR LADC/MH SINCE THE BOARD MEETING HELD ON 07/15/2019.**

Dan Cross	LADC/MH	Tulsa
Stephanie Sandberg	LADC/MH	El Reno

Under New Business, Mr. Pierson presented three candidates for licensure whose test results were received after the posting of the agenda.

**CANDIDATES THAT HAVE COMPLETED REQUIREMENTS FOR LICENSURE  
PENDING PAYMENT OF FEES AND FINAL SUPERVISION LOGS.**

Steven Ellsworth	LADC	Edmond
Albert Rios	LADC	Oklahoma City
Eric Waldrop	LADC	Midwest City

Mr. Fritz made a motion to license these candidates pending receipt of fees and final supervision logs. Ms. Christensen seconded the motion and a roll call vote was taken and recorded as follows:

Steven Fritz	Yes
Dr. Bill Sharp	Yes
Dr. Judith Adams	Yes
Rita Maxwell	Yes
Cathy Christensen	Yes
Don Burk	Yes

**CANDIDATES THAT HAVE COMPLETED REQUIREMENTS FOR LADC/MH  
PENDING PAYMENT OF FEES AND FINAL SUPERVISION LOGS.**

Steven Ellsworth	LADC/MH	Edmond
Albert Rios	LADC/MH	Oklahoma city
Eric Waldrop	LADC/MH	Midwest City

Mr. Fritz made a motion to license these candidates pending receipt of fees and final supervision logs. Ms. Maxwell seconded the motion and a roll call vote was taken and recorded as follows:

Steven Fritz	Yes
Dr. Bill Sharp	Yes
Dr. Judith Adams	Yes
Rita Maxwell	Yes
Cathy Christensen	Yes
Don Burk	Yes

There being no further business to come before the Board, the meeting was adjourned.