

**OKLAHOMA BOARD OF LICENSED ALCOHOL AND DRUG COUNSELORS**  
**MINUTES OF THE MEETING**  
**April 10, 2006**

The Board of Licensed Alcohol and Drug Counselors met on April 10, 2006 at the office of the Board of Medical Licensure and Supervision, 5104 North Francis Avenue, Suite C, Oklahoma City, Oklahoma. The meeting was held in accordance with the Administrative Procedures Act and Open Meeting Act of Oklahoma.

**Members present:**

Patty Gail Patten, Chair  
Robert Stevens, Vice Chair  
Jane Lepak  
Evelyn Phyffer  
Art Christie

**Members not present:**

Londa Johnson

**Others present:**

Tricia Everest – Assistant Attorney General  
Judy Brink – Board Staff  
Jan Ewing – Deputy Director, Medical Board  
Lyle Kelsey, Executive Director, Medical Board  
Reji Varghese, Business Manager, Medical Board  
Dennis Auld  
Lisa Williams

Noting that a quorum was present, Mr. Stevens, Vice Chair, called the meeting to order at 1:40 p.m.

The minutes from the March 27, 2006 meeting were reviewed. Ms. Brink noted a change to the information on applicant Sally Gedosh, adding the Board would accept her past supervision upon receipt of proper documentation. Ms. Phyffer moved to approve the minutes with changes and Ms. Lepak seconded the motion. The vote is recorded as follows:

Robert Stevens	Yes
Jane Lepak	Yes
Evelyn Phyffer	Yes
Art Christie	Yes

Motion carried.

Mr. Christie presented a draft letter to be provided to colleges about practicums that will count for licensure. Changes were made to include practicum hours completed as part of a recognized graduate substance abuse counselor degree and to allow five years following graduation to apply for certification in order to have the practicum hours count. Ms. Phyffer

moved to approve the letter with changes. Ms. Lepak seconded the motion and the vote was recorded as follows:

Robert Stevens	Yes
Jane Lepak	Yes
Evelyn Phyffer	Yes
Art Christie	Yes

Motion carried. (Attachment 1)

Ms. Ewing reported that the permanent rules adopted at the last meeting had been submitted to the Governor and Legislature. The Governor has until May 5<sup>th</sup> to approve or disapprove. The expected final approval date is May 24, 2006 with an effective date of June 25, 2006.

Ms. Brink discussed with the Board questions and concerns from staff. There is a need for office furniture, such as a desk, chair, visitor chair and a CD burner for back-ups. The Board instructed Ms. Brink to comprise a list of items and prices, in order of priority, for review at the next meeting.

Ms. Patten arrived and assumed Chair of the meeting.

The Board reviewed and approved the following requests for CEU approval:

St. John Medical Center, "Working With Alzheimer's Patients"  
Technology Centers, "Addiction and Criminal Behavior"  
Cherokee Nation Behavioral Health Services Conference  
Muskogee Creek Nation, "Matrix Model of Outpatient Treatment"

Becky Smith asked the Board for consideration of CEU's for time spent as a member of the Nursing Board's Peer Assistance Committee. The request was tabled for further information from Laura Clarkson, Director of the Program.

Sondra Hatcher sent in information requesting CEU approval. The hours need to be broken out and totaled prior to further review and approval.

Tammy Fangman's application for licensure was tabled until the next meeting at the request of her attorney.

James Dodd sent in information from the Forensic Board on his Certification of Certified Pastoral Addictions Counselor. After review, the Board requested that Ms. Patten contact the Forensic Board for clarification of the certification process.

The Board clarified that the past supervision obtained by Sally Gedosh would be accepted upon receipt of proper documentation.

The application of Willie Shannon was tabled for additional information about his transcript.

Charles Robinson sent in a request for the Board to accept his degree in Business Administration. Mr. Christie recused from discussion on his request. Ms. Patton asked the Board to set the number of hours needed in Behavioral Science or related fields in order to accept the degree, both graduate and undergraduate. Ms. Everest stated that by law the degree must be in a Behavioral Science. This has not been defined by the Board; therefore, the definition as listed in a dictionary should be followed. After reviewing the definition and the transcript of Mr. Robinson, the Board stated that he did not have a Behavioral Science degree.

Dana Still requested the Board to accept her Management degree. After review of the transcript, the Board stated this was not a Behavioral Science degree.

Jan Gentry requested acceptance of her degree in Public Health. After review of the transcript, the Board stated this was not a Behavioral Science degree.

Ms. Everest and Ms. Patten will compose a letter to send to Mr. Robinson, Ms. Still and Ms. Gentry.

The Board tabled discussion on the number of hours acceptable to be qualified as having a degree in Behavioral Science or a related field.

Ms. Patten moved to Election of Officers and announced that Rhonda Y. Cochran had been appointed to the Board replacing Tim Flanagan. Mr. Christie announced that effective July 1, 2006 he would be resigning from the Board due to his work load. Ms. Lepak moved to keep the same slate of officers. Ms. Phyffer seconded the motion and the vote is recorded as follows:

Patty Gail Patten	Yes
Robert Stevens	Yes
Jane Lepak	Yes
Evelyn Phyffer	Yes
Art Christie	Yes

Motion passed keeping Patty Gail Patten as Chair and Robert Stevens as Vice Chair.

Mr. Christie left the meeting.

Ms. Patten reported that the proposed legislation, HB2570 did not make it out of Committee and they would wait until next year and try again. There is another general law introduced requiring all licensing agencies to have peer assistance available.

Mr. Kelsey and Mr. Varghese presented the financial report (Attachment 2). The application to accept credit cards has been submitted and approval is expected in about two weeks. Mr. Varghese suggested to wait and send out the renewal forms after the credit card machine has been set up and tested. Ms. Everest stated that the renewal forms needed to be mailed 45 days prior to expiration.

Mr. Varghese reported he was waiting on ICRC to submit the outstanding costs for examinations previously ordered. Once this information is received a Contract with ODAPCA

through April 2006 will be submitted to Central Purchasing as well as the paperwork for a new Contract beginning May 2006.

A demonstration of the member search on the website was presented. Ms. Patten asked the Board if they were satisfied with the disciplinary action as displayed. The Board liked the search and no changes were made. Mr. Varghese requested a bio from each Board member to add to the website.

There has been a question on whether a CADC moving to a LADC would have to retest. Staff was instructed to look through past minutes for discussion on this issue.

Discussion on supervision in rural areas was tabled to the next meeting.

The Board discussed individuals using credentials from another state. A person licensed in another state may use their credentials, however, must stipulate which state. A person cannot practice in Oklahoma without Oklahoma certification/licensure.

Mr. Stevens moved to enter into Executive Session to discuss the employment of Judy Brink. Ms. Phyffer seconded the motion and the vote is recorded as follows:

Patty Gail Patten	Yes
Robert Stevens	Yes
Jane Lepak	Yes
Evelyn Phyffer	Yes

Motion carried.

Mr. Stevens moved to enter into Open Session. Ms. Phyffer seconded the motion and the vote is recorded as follows:

Patty Gail Patten	Yes
Robert Stevens	Yes
Jane Lepak	Yes
Evelyn Phyffer	Yes

Motion carried.

Mr. Stevens moved for a 5% salary increase for Judy Brink. Ms. Phyffer seconded the motion and the vote is recorded as follows:

Patty Gail Patten	Yes
Robert Stevens	Yes
Jane Lepak	Yes
Evelyn Phyffer	Yes

Motion carried.

Ms. Lepak left the meeting and the meeting was adjourned at 4:55 p.m.