

Oklahoma Board of Licensed Alcohol and Drug Counselors

Minutes of the VIRTUAL Board Meeting

Monday, March 15, 2021 at 9:00 A.M.

The Oklahoma Board of Licensed Alcohol and Drug Counselors met for a Board Meeting on Monday, March 15, 2021 in accordance with the Administrative Procedures Act and Open Meetings Act. The meeting was held virtually.

Dr. Bill Sharp 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 September 30, 2020 and posted on the OBLADC website. The Secretary of State was notified on March 4, 2021 that this meeting was being changed to an AUDIO/VIDEO meeting due to the ongoing Covid-19 crisis and the change was posted on the Oklahoma Board of Licensed Alcohol and Drug Counselors website. The agenda was posted on March 12, 2021 at 9:00 am.

Members present at roll call were:

Dr. Bill Sharp
Steven Fritz
Randy Honeycutt
Rita Maxwell

Others present were Ric Pierson, Executive Director of the Board of Licensed Alcohol and Drug Counselors, Sandra Balzer, Assistant Attorney General and Counsel for the Board, Glyn Byte, LADC Candidate and Janet Oliver, LADC Candidate. Board member Don Burk joined the meeting at 9:07.

Minutes for the January 25, 2021 Board Meeting were reviewed. Dr. Judith Adams joined the meeting at 9:13 am. Steven Fritz made a motion to approve the minutes and Randy Honeycutt seconded the motion. A roll call vote was taken and recorded as follows:

Steven Fritz	Yes
Dr. Bill Sharp	Yes
Dr. Judith Adams	Yes
Randy Honeycutt	Yes
Rita Maxwell	Yes
Don Burk	Yes

Cathy Christensen joined the meeting at 9:20 am.

Glyn Byte, LADC Candidate requested to appear before the Board for the purpose of reinstating his voided application. Mr. Byte failed to take the Oral Exam within one year of being notified he had passed his written exam. After discussion, the Board determined there were extenuating circumstances due to Covid-19, and Mr. Fritz made a motion to extend Mr. Byte's testing window for 6 months. Mr. Byte must complete his case presentation before September 15, 2021. Mr. Burk seconded the motion and a roll call vote was taken and recorded as follows:

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

Janet Oliver, LADC candidate, requested she be allowed an extension of time to complete her requirements. Ms. Oliver had not been able to work for most of 2019 due to health issues. After discussion and reviewing her documents, Ms. Maxwell made a motion to allow Ms. Oliver a one year extension of time to complete requirements, expanding her time to June 21, 2022. Mr. Honeycutt seconded the motion and a roll call vote was taken and recorded as follows:

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

Rebecca Jones, CADC Candidate, requested the Board accept her past written test results. Ms. Jones application was voided due to not taking her Oral Exam within her time limits. Ms. Jones re-applied for CADC on October 30, 2020 and is requesting her written exam score be allowed to stand. After discussion, Mr. Fritz made a motion to allow Ms. Jones CADC written exam results be allowed. Ms. Christensen seconded the motion and a roll call vote was taken and recorded as follows:

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

Mr. Pierson presented a financial report to the Board. Mr. Pierson presented four invoices from the Medical Board for approval and payment. Ms. Christensen made a motion to accept the

invoices from the Medical Board and approved the invoices for payment. Mr. Fritz seconded the motion and a roll call vote was taken and recorded as follows:

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

Mr. Pierson gave the Executive Director's report and discussed the progress being made on the new computer platform. Mr. Pierson asked for volunteers from the Board to help review some of the processes before the new platform goes live. Mr. Fritz stated he would be glad to help. Mr. Pierson also discussed that we have had a streak of six people that have passed the written exam and 3 that have passed the oral exam in the last two weeks. He also reported we have processed 18 new applications since our January Board Meeting.

Mr. Pierson submitted four candidates for licensure.

Julie Brown	LADC/MH	Foster
Molly Drury	LADC/MH	Broken Arrow
Kimley Isom	LADC	Tulsa
Kathryn Ruef	LADC/MH	Shawnee.

Mr. Fritz made a motion to approve the candidate for licensure. Dr. Adams seconded the motion and a roll call vote was taken and recorded as follows:

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

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