

Oklahoma Board of Licensed Alcohol and Drug Counselors

Minutes of the Regular Board Meeting

Monday, May 16, 2022, at 9:00 A.M.

The Oklahoma Board of Licensed Alcohol and Drug Counselors met for a Board Meeting on Monday, May 16, 2022, in accordance with the Administrative Procedures Act and Open Meetings Act. The meeting was held at 101 N.E. 51st Street, Oklahoma City, Oklahoma.

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 21, 2021, 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. 51st Street, Oklahoma City, Ok 73105 on May 13, 2022.

Members present at roll call were:

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

Don Burk was absent today.

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, and Kathy Pierson. Others attending by zoom were Janet Oliver, LADC/MH Candidate, Latoria Perry, LADC/MH Candidate, and Suleyma Martinez Lopez representing ODAPCA.

Minutes for the March 21, 2022, Board Meeting were reviewed. 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:

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

Tonya Patterson, LADC candidate requested to appear before the Board to ask for a reinstatement of her application and an extension of time to complete requirements. Ms. Patterson was not present. Her application will remain void and no action was taken.

Janet Oliver, LADC/MH Candidate was present by Zoom to request an extension of time to complete requirements. Steven Fritz made a motion to extend Ms. Oliver's time to complete requirements until the Board meeting on July 18, 2022. Randy Honeycutt seconded the motion and a roll call vote was taken and recorded as follows:

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

Star Marzett-Howell, LADC/MH Candidate joined the meeting by zoom. Ms. Marzett-Howell is requesting an extension of time to complete requirements. Cathy Christensen made a motion to deny the extension since Ms. Marzett-Howell has time to complete requirements and the ability to re-apply. If she must re-apply, the Board will accept her recorded supervision hours she has completed. Steven Fritz seconded the motion and a roll call vote was taken and recorded as follows:

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

Latoria Perry, LADC/MH Candidate was present by zoom requesting an extension of time to complete requirements. Steven Fritz made a motion to table any action on this request due to Ms. Perry having until August 2022 to complete requirements, and that she come back to the Board on July 18, 2022 to report on current standing at that time. Judith Adams seconded the motion and a roll call vote was taken and recorded as follows:

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

Mr. Pierson shared information and an engagement letter from the State Auditor and Inspector (SAI) estimating our audit will cost \$8,360.00. The Board budgeted \$5,000.00 for the

audit for FY-2022. Mr. Pierson explained that he had informed the SAI that we had only budgeted \$5,000.00 and the SAI stated the Board could pay up to \$5,000.00 this fiscal year and carryover the balance of \$3360.00 to FY-2023 so we can write the balance into our budget for the coming year. Judith Adams made a motion to pay the SAI up to \$5,000.00 this fiscal year and pay the remaining balance of \$3,360.00 in FY-2023. Steven Fritz seconded the motion and a roll call vote was taken and recorded as follows:

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

Mr. Pierson noted that the Board Chair, Dr. Bill Sharp as well as Dr. Judith Adams are both going off the Board due to term limits on July 1. Mr. Pierson asked the Board's pleasure on electing a Board Chair to replace Dr. Sharp and delay further officer elections so the new Board members could vote on other officers. Dr. Sharp made a motion to elect Steven Fritz as Board Chair and Randy Honeycutt seconded the motion. A roll call vote was taken and recorded as follows:

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

The Board chose to defer other officer elections until the July meeting. Board members shared their appreciation to Dr. Adams and Dr. Sharp for their service and leadership of 10 years to the Board.

Mr. Pierson presented the financial report and stated the Board is in a strong financial position at this time. Mr. Pierson presented Medical Board invoices for January, February, March, and April 2022. Steven Fritz made a motion to approve and pay the invoices presented. Cathy Christensen seconded the motion and a roll call vote was taken and recorded as follows:

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

Mr. Pierson discussed the remaining balance due the Medical Board of \$22,500.00 incurred from the loan made to the Board of Licensed Alcohol and Drug Counselors from the Medical

Board in December 2017. Mr. Pierson recommended that the balance be approved for payment to pay off the loan at this time. Dr. Judith Adams made a motion to pay the balance owed to the Medical Board of \$22,500.00 be paid at this time. Mr. Steven Fritz seconded the motion and a roll call vote was taken and recorded as follows:

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

Steven Fritz made a motion to accept and approve the financial report as presented. Randy Honeycutt seconded the motion and a roll call vote was taken and recorded as follows:

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

The following candidates have completed all requirements for licensure and were presented to the Board for approval:

Jacen Byrd	LADC/MH	Sand Springs
Ronda Creevan	LADC/MH	Enid
Elizabeth Grayson	LADC/MH	Tulsa
Brianna Minjares	LADC/MH	Newcastle

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

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

Mr. Pierson presented the Executive Director's report.

There was no new business today and the meeting was adjourned at 11:20 A.M.