

*Oklahoma Board of Licensed Alcohol and Drug Counselors*  
**Minutes of the Meeting**  
**Thursday, September 7<sup>th</sup>, 2006 at 1:30 p.m.**

The Oklahoma Board of Licensed Alcohol and Drug Counselors met on September 7th, 2006, in accordance with the Administrative Procedures Act and Open Meeting Act. The meeting was held at 5104 North Francis Avenue, Suite C, and Oklahoma City, Oklahoma. Members present were:

Patty Gail Patten, Chair  
Robert Stevens, Vice Chair  
Jane Lepak  
Evelyn Phyffer  
Rhonda Cochran

Others present included:

Tricia Everest, Assistant Attorney General for the Board  
Ric Pierson, Executive Director Board Licensed Alcohol & Drug Counselors  
Stori Johnson, Administrative Staff  
Lyle Kelsey, Executive Director of the Medical Board  
Jan Ewing, Deputy Director of the Medical Board

Upon determining that a quorum was present, Mr. Bob Stevens, Co Chair called the meeting to order at 1:30. Due to Ric Pierson, the Executive Director being hired and present at the meeting, each Board member introduced themselves.

The minutes from the August 14<sup>th</sup>, 2006 meeting were reviewed.

Patty Gail Patten- Chair entered the meeting stating she had been at the Department of Mental Health Meeting, Mr. Stevens told her we were already in session. Ms Patten said she had opening remarks she needed to make.

Ms Everest noted a question on page 4, 4 paragraphs from the bottom of the minutes concerning changes in supervision. When supervision changes are made, they must be submitted to the Board. Ms Phyffer noted a change on page 4; paragraph 4 – her name is Ms. Phyffer not Mr. Phyffer. Ms. Phyffer moved to approve the minutes as written. Ms. Lepak seconded the motion and the vote was unanimous in the affirmative.

**Opening Remarks** Introduction of Ric Pierson, Executive Director started August 31<sup>st</sup>, 2006. Ric stated his excitement to be here and to get started working.

The Board reviewed a request from **S.Lynette Canup** to be an approved LADC supervisor. She is a certified DUI assessor and a certified ADSAC instructor. Ms Canup became an LADC on 6-19-2006 and would like the Board to waive the 1-year waiting period to become a Board approved supervisor. She states that her agency and the surrounding areas do not have adequate supervision and she would like to provide the supervision. She quotes rules 38:10-9-3 and 38:10-9-4 as law that would qualify her to allow her to supervise.

Discussion was tabled for time to allow for research of approved supervisors in Ada and surrounding areas.

**Ryan West** petitioned the Board for acceptance of prior supervision. He submitted his request in April 2006 and the Board requested that 3 of his supervisors fill out supervision evaluations. He has now submitted the evaluations to the board for review. Mr. Stevens moved to accept the supervision. Ms. Lepak seconded the motion and the vote was unanimous in the affirmative.

**Serena Hodges** petitioned the Board for acceptance of prior supervision. While filling out her application she realized that she had not turned in her supervision contract before she began her supervision. Mr. Stevens moved to accept the supervision. Ms. Lepak seconded the motion and the vote was unanimous in the affirmative.

**Sidney Pilkinton** petitioned the Board for acceptance of prior supervision. Has recorded supervision with George Pilkinton from 11-10-05 to 7-25-06 with House of Hope. Ms. Cochran moved to accept the supervision. Ms. Phyffer seconded the motion and the vote was unanimous in the affirmative.

The Board reviewed a letter from **Jane Rayburn** asking if her BA in Liberal Studies and Associates in Criminal Justice would qualified for licensure. She has 26 hours in criminal justice/ corrections, 8 hours in psychology and 2 hours in sociology from Eastern Oklahoma State College with a 4.0. She holds a position with the OAKS in the Special Programs, working in a correctional setting. Mr. Stevens moved that the degree would be acceptable for CADC. Ms. Lepak seconded the motion and the vote was unanimous in the affirmative.

**Helen Spray** requested for the Board to review the denial of licensure under the Grandfather clause. Board requested that Helen complete 6 months supervision and retake and pass the written and oral exams.

**William Whitely** sent in a request asking if the Board would reinstate his application process. Ms. Everest addressed the Board regarding a letter written by her to Mr. Whitely citing the statutory education requirements for the LADC and CADC and that he does not meet these requirements.

**Scot Marquez's** application is still under suspension and Ms Everest spoke to the fact that he requested the delay for his hearing to be on October 9<sup>th</sup>. The Board will at that time make a decision regarding eligibility for the application process.

The Board reviewed the following requests for continuing education approval:

Gambling. – Bob Stevens request for the previous and future workshops to be approved. Ms Patten corrected this request because this is a Department of Mental Health workshop and the Department of Mental Health has a blanket approval on workshops offered. - **Approved**

Mallinckrodt Pharmaceuticals – requesting 16 hours (8 courses of 2 hours each) for instruction on History & Medical Basis of Methadone in the treatment of Opioid Addiction- Mr. Stevens motioned to approve and Ms. Phyffer seconded. - **Approved.**

Discussion and possible action on purchase of office equipment: telephone, file cabinet, notary, computer, 2 office chairs, and 4 guest chairs. Ms. Patten discussed the possible need for a cell phone and or pager. Reji Varghese said Ric Pierson would need to keep track of Mr. Pierson’s personal and business calls in order to be reimbursed. Mr. Stevens made a motion to approve all office equipment listed above and Ms. Phyffer seconded the motion.

Patty Gail Patten	Yes
Robert Stevens	Yes
Evelyn Phyffer	Yes
Rhonda Cochran	Yes
Jane Lepak	had left the boardroom

Ms Patten discussed a letter she drafted and read in reference to agencies and their clinical directors and executive directors reporting ethical violations. A conversation regarding how to contact the different organizations, agencies and all of their different directors was discussed at length. Contacting the Indian, Urban & Faith based programs will be considerably difficult to network into.

Mr. Kelsey presented the financial report (Attachment 1). After review, Ms. Phyffer moved to approve the budget as presented. Ms. Cochran seconded the motion and the vote was unanimous in the affirmative.

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

Ms. Lepak reported on the Peer Assistant Committee. She stated she would meet with Laura Clarkson before the next meeting to have a report for the Board. Ms. Patten discussed a program with a State statute that we could possibly practice under that would allow us to offer minimal services to our counselors, but she knew little about it and did not want to speak much about it. The Medical Board’s peer assistance program was also discussed as a possible model for the Alcohol and Drug Counselors Board.

Ms. Everest presented a report to the Board from the Complaint Review Committee (Attachment 2). One case will be brought to a hearing.

Mr. Kelsey reported on *Track 1*, the agency doing criminal background checks: \$15.00 for OSBI background, \$22.49, or \$31.49 nationwide. Tricia Everest spoke on the State Statute 1884, reminding the Board of the total expenditures that the Board can require the applicant to pay for their licensure/ certification.

Ms. Patten discussed that OCARTA and ODAPCA had submitted their nominations for OBLADC Board Members to be appointed to Governor Brad Henry's office. Judy Brink, Executive Director for ODAPCA said that she had submitted Terry Wallace and Trudy Rutledge. Ms Patten stated that OCARTA submitted Kyle McGraw and Joyce O'Neal.

New Business:

Ms. Johnson requested clarification on an applicant that had passed ICRC exams within the last 5 years. And that they just needed to complete 6 months supervision. Ms Patten stated this was correct.

Continuing Education Approval:

Brookhaven- Rehabilitation Outside of the Box: Lifespan Consideration for Individuals with Brain Injury – approval 1.5 hours – **Approved**

Brookhaven – What About the Kids?- Approval 1.5 hours- **Approved**

Ric Pierson requested OBLADC have a booth at the ODAPCA conference on October 19 & 20, 2006. Ms. Patten gave permission to have a booth at the ODAPCA conference.

Mr. Kelsey reminded everyone about the website and all the information it provides

There being no further business, the meeting was adjourned at 4:45 p.m.