

# *Oklahoma Board of Licensed Alcohol and Drug Counselors*

## Minutes of the Meeting

Monday, April 16<sup>th</sup>, 2007 at 10:00 a.m.

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The Oklahoma Board of Licensed Alcohol and Drug Counselors met on April 16<sup>th</sup>, 2007, 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, Co-Chair  
Jane Lepak  
Kyle McGraw  
Evelyn Phyffer

Others present included:

Sandra Balzer, Assistant Attorney General for the Board  
Ric Pierson, Executive Director Board of Licensed Alcohol & Drug Counselors  
Stori Johnson, Administrative Staff

Upon determining that a quorum was present, Ms. Patty Gail Patten, Board Chair called the meeting to order at 10:06 a.m.

The minutes from the March 12<sup>th</sup>, 2007 meeting were reviewed. Ms. Phyffer noted that her name was missing from the Board member list at the top and Robert “Bob” Stevens the Board member is unrelated to Dan R. Stevens the applicant and it should be stated in the minutes for clarification. Mr. McGraw moved to approve the minutes with corrections. Mr. Stevens seconded the motion and the vote was unanimous in the affirmative.

Ms Patten asked for introductions from the audience. Ms. Judy Brink, with ODAPCA, Rodney Rollison, with OK.gov, Todd Crawford, with Oklahoma Department of Mental Health and Substance Abuse Services (ODMHSAS), Deneka Cain, with ODMHSAS, Sherry Hillbolt-Koonce, Rosanne McDaniel, Thomas Boone, Barry Beasley, Chris Maloney and Rachel Herbert with Medical Licensure Board and Supervision.

**Todd Crawford and Deneka Cain** with the Oklahoma Department of Mental Health and Substance Abuse Services (ODMHSAS) discussed proposed language change to allow LADC’s and CADC’s to provide co-occurring services. The proposed language change would amend Title 59. Chapter 43B. Section 1871. Definitions as follows: (changes indicated by bold and underline)

For the purposes of the Licensed Alcohol and Drug Counselors Act;

1. “Alcohol and drug counseling” means the application of **counseling principles plus** substance use disorders, **or substance abuse disorders and other factors contributing to substance abuse disorders,** plus counseling principles in order to:
2. No changes.
3. “Certified alcohol and drug counselor” means any person who is not exempt pursuant to the provisions of Section 3 of this act and is not licensed under this act, but who offers alcohol and drug counseling services **within their scope of practice**.....
4. No changes.
5. “Licensed alcohol and drug counselor” means any person who offers alcohol and drug counseling services **within their scope of practice**.....
6. No change.
7. No change.

8. **“Scope of Practice” means acting within the boundaries of competence based on education, training, supervised experience, state and national professional credentials, and appropriate professional experience.**

After discussion, Mr. Stevens made the motion to adopt the language of the ODMHSAS and their legal department as presented. Seconded by Mr. McGraw. Motion passed unanimously.

Reji Varghese and Lyle Kelsey gave a presentation on the on-line renewal system that will be launched April 30, 2007. Renewal letters will be mailed Friday, April 27, 2007 to all active licensees. Mr. Stevens made a motion to accept the on-line renewal process as presented. Ms Phyffer seconded the motion and the vote was unanimous in the affirmative.

Mr. Varghese presented the new management contract between the Medical Licensure and Supervision Board and OBLADC. After discussion regarding on-line renewal there needs to be an addition of # 3 (i) Medical Board staff will offer 24- 7 website support. Mr. Stevens made a motion to accept the Management Contract with the addition of (i). Ms. Lepak seconded the motion and the vote was unanimous in the affirmative.

Mr. Reji Varghese presented the financial report. After review, Mr. Stevens moved to approve the financial report as presented. Ms. Lepak seconded the motion and the vote was unanimous in the affirmative.

**Patricia Webster-** did not appear, no action taken.

**Rosanne McDaniel** appeared before the Board to discuss her on-line degree from Seton Hall. She presented material to the Board stating that the U.S. Department of Higher Education and the Council for Higher Education Accreditation accredit the school. The Board will accept on-line degrees as long as one or both of these particular-accrediting bodies accredit them. Mr. Stevens made a motion to accept Ms. McDaniel’s on-line degree from Seton Hall and approve her application for LADC. Ms Lepak seconded the motion the vote was unanimous in the affirmative.

**Suzzanah LeBrocq** sent supervision and practicum information from her supervisors in Samoa. Letters from supervisors were attached to her supervision logs and were reviewed by the Board. Ms. Lepak made a motion to approve 1920 hours of supervision and her 300-hour practicum. Mr. McGraw seconded the motion and the vote was unanimous in the affirmative.

**Sherry Hillbolt-Koonce** appeared before the Board to appeal the Board’s decision to deny her application. The appeal was denied and no further action was necessary.

**James Thomas Boone** came before the Board to discuss an ethical violation. Mr. Boone had used the title LADC prior to licensure. Mr. Boone agreed to knowingly printing two (2) sets of business cards from two different facilities with his name and the “LADC” acronym, that the approval of his application for licensure is delayed pending his completion of the following: six (6) hours of ethics training, including Licensed Alcohol and Drug Counselors Act, at 59 O.S. 1870, et. Seq., and Title 38 of the Oklahoma Administrative Code; to be provided by a Board approved supervisor, a \$100 fine. Upon the completion of the above and the approval of his application for licensure by the Board Mr. Boone will be place on probation for one (1) year, subject to terms. There will be monthly reports sent in by himself and his supervisor. Mr. McGraw made the motion to accept the terms of this agreement with Mr. Boone. Ms. Lepak seconded the motion and the vote was unanimous in the affirmative.

Ms. Patten discussed with Ms. Johnson the possibility of she and Mr. Pierson approving the Continuing Education Workshops. If the applications that come into the office are complete and she and Mr. Pierson did not have any questions or concerns about the workshop or the presenter(s) the Board feels comfortable allowing approval by the office staff. Ms. Johnson stated that there were not any questions or concerns about the

workshops on the agenda. Mr. Stevens made a motion to allow office staff to approve CEU's with complete applications and no questions or concerns on the workshops. Ms. Phyffer seconded the motion and the vote was unanimous in the affirmative.

The Board reviewed the following candidates who have completed requirements for licensure or certification. Diana Bear, Miami, Linda Chapman, Norman, Blanca Nora Gaxiola-Oakley, Tulsa, Tracey Hooks, Muskogee, Diana Littlefield, Stillwater, Michael Miller, Cushing, and Jill Roberts, Miami. Ms. Lepak moved to approve the above counselors for LADC or CADC. Mr. Stevens seconded the motion and the vote was unanimous in the affirmative.

There was discussion on how to handle urinalysis tests for our counselors. Ms Patten suggested contacting Terry Whitewater with the Nursing Peer Assistance Board to see how they handle their UA's. Ms. Balzer stated that we couldn't endorse any certain facility. To offer urinalysis for our applicants or counselors we would have to list any and all places they could go to obtain their UA tests.

The Board and Ms. Balzer, Assistant Attorney General to the Board reviewed the letters sent from Deborah Morrow and Brenda Seay regarding the Declaratory Ruling changes. Title 38 Chapter 10 Subchapter 9 Section 4 discusses supervision and its specific requirements. Ms. Morrow and Seay feel there is a need to broaden the language in our Statues. After lengthy discussion the Board chose to table the Ruling Changes until May 14<sup>th</sup>, 2007, the next regularly scheduled Board meeting.

The International Certification Reciprocity Consortium (IC & RC) has formed a task force that made a recommendation at the Spring conference in Orlando that the CPM be discontinued in favor of placing a heavy emphasis on competency based questions within the written exam. Also, there was discussion that Mr. Andrew Snake from Oklahoma is working with the IC&RC to form a Certification Board through Indian Health Services to serve the Native American population in Oklahoma.

Mr. Pierson and Judy Brink with ODAPCA will work toward supervision training requirements.

Mr. Pierson reported that he was having discussions with Lanny Anderson, M.D. of the Physician's Recovery Program regarding the Allied Health Professionals working with our counselors in a Peer Assistance Program. Mr. Pierson reported that he and Ms. Johnson would be attending the TADCA student organization night at the University of Central Oklahoma this evening. Mr. Pierson will be taking vacation April 19 through the 24, 2007. The Nursing Peer Assistance Board has invited Mr. Pierson to serve on the Peer Assistance Committee.

Mr. Pierson reported that there was one Complaint pending and that the Complaint Review Committee would be meeting next Friday.

**Douglas Richardson** appeared before the Board regarding prior supervision. Mr. Richardson says office staff told him in early 2006 that he was not to turn in any of his application until he had completed his supervision. The Board members voted and it was a tie. The vote was tabled until May 14, 2007.

Mr. Balzer presented the new contract with the Assistant Attorney Generals office for her services. Ms. Lepak made a motion to accept her contract for services. Ms Phyffer seconded the motion and the vote was carried unanimously.

Ms. Johnson stated that June Bailey would like to invite the Board members to be Oral Evaluators. Please contact Judy Brink at ODAPCA for more information.

There being no further business, the meeting was adjourned at 4:05 p.m.