**TENNESSEE BOARD OF ALCOHOL AND DRUG ABUSE COUNSELORS**

**DATE:** April 25, 2014

**TIME:** 9:00 A.M. CDT

**LOCATION:** Health Related Boards Conference Center

 Poplar Room, 665 Mainstream Drive

 Nashville, TN 37243

**BOARD MEMBERS**

**PRESENT:** Sherry Butler, LADAC, Chair

 Karen Dennis, LADAC

 Susan Cunningham, LADAC

 Richard Terry Kinnaman, LADAC

 Major McNeil, Citizen Member

**STAFF**

**PRESENT:** Melody Spitznas, Board Administrator

Teddy Wilkins, Unit Director

 Caroline Tippens, Assistant General Counsel

**OTHERS**

**PRESENT:** Kathy Benson, LADAC

Ms. Butler called the meeting to order at 9:05 a.m. A quorum was present.

**MINUTES**

Mr. Kinnaman made a motion, seconded by Ms. Cunningham, to approve the January 17, 2014 minutes. The motion carried.

**OFFICE OF GENERAL COUNSEL**

Ms. Tippens stated there are no open cases or bills pertaining to the Board in the Office of General Counsel at this time.

Ms. Tippens said she has requested that the rules in the Attorney General’s Office be expedited and upon review will be signed and sent back to OCG to be filed with the Secretary of State and become effective in ninety (90) days after being filed. The minutes will be posted on the website after they are filed.

**REINSTATEMENT APPLICATION**

Ms. Spitznas said Mr. Stanfort Webb’s license went into a failure to renew status. Ms. Spitznas stated the Board has a policy that in excess of three (3) months of working on an expired license the licensee is accessed a monthly $50 civil penalty. Mr. Webb was one (1) month over and submitted his continuing education and reinstatement fees. Mr. McNeil made a motion, seconded by Karen Dennis, to approve his reinstatement. The motion carried.

**INVESTIGATIVE REPORT**

Ms. Moran stated there are three (3) cases in investigations, two (2) which are pending second review. Ms. Moran introduced Investigations new Disciplinary Coordinator, **Tammy Cochnauer**, who will be working with the Board.

**NEWLY LICENSED**

Mr. Kinnaman made a motion, seconded by Mr. McNeil, to approve the following newly licensed Alcohol and Drug Abuse Counselor:

**Roberta Hart Sewell**

The motion carried.

Mr. Kinnaman made a motion, seconded by Mr. McNeil, to approve the following reinstated Alcohol and Drug Abuse Counselors:

**Nan Y. Casey**

**David A. Cunningham**

**Lisa R. Harris**

**Stanfort Webb**

The motion carried.

**DISCIPLINARY REPORT**

Ms. Moran stated there are two (2) practitioners currently being monitored. If the practitioners haven’t completed their probation or submitted a request to be taken off probation their name will remain on the list.

**CORRESPONDENCE**

Ms. Spitznas stated there was no correspondence for the Board to review.

**REVIEW CONTINUING EDUCATION COURSES**

Upon review of the continuing education submitted by **Dawn-Elise Snipes, PhD, with CDS Ventures,** LLC, the Board stated they allow NAADAC approved continuing education for Tennessee licensees.

**OTHER BOARD BUSINESS**

Ms. Spitznas stated she now receives the written exam results via e-mail from a secured site. Ms. Spitznas said **Todd Michael Davis** was the only applicant who took the exam and he passed. Mr. Kinnaman made a motion, seconded by Mr. McNeil, to approve Mr. Davis to sit for the oral exam. The motion carried.

Ms. Benson stated they have oral exams scheduled for May 30 and 31, 2014. Oral exam training will be conducted in the morning and the exams will be conducted in the afternoon. In the first round the trainees sit in on the oral exam, in the second round the trainees conduct practice ratings and in the third round the trainees participate in the exam.

Mr. Kinnaman made a motion, seconded by Ms. Cunningham, to send a letter to Ms. Benson to share with the new and existing examiners showing the Board’s gratitude for taking their time and effort in giving the exam. The motion carried.

Ms. Benson said the Board was given curriculum exam manuals at the last meeting. She said they were moving forward with the process and have completed the first four (4) modules.

Ms. Benson said between April 11 and September 30, 2014 NCCAP is offering anyone who has taken and passed the NCAP the opportunity to make application for the national credential.

**Charlie Hyatt, President of TAPPC** stated there will be a one (1) week training on the eight (8) domains in Cookeville, TN at Tennessee Tech the last week of July 2014. Mr. Hyatt said the class is limited to thirty (30) people who will be responsible for doing next year’s training event.

Mr. Hyatt said Tennessee Tech is discussing offering a master’s program in addiction counseling.

Mr. Kinnaman asked if the Board approves the foundations of addiction treatment to be the standardized curriculum that is used throughout the state and, if so, will that require a rule change?

Ms. Tippens said in reviewing the statute and rules she didn’t think the Board has authority over the schools or curriculums. Ms. Tippens said the board could have a policy statement to that effect, but it would be too restrictive if placed in the rules.

**ADMINISTRATIVE REPORT**

Ms. Spitznas stated there are currently 408 actively licensed Alcohol and Drug Abuse Counselors, 187 retired licensees, 247 lapsed licensees and 86 deceased licensees.

Ms. Benson stated the NAADAC conference will be held September 27 – October 1, 2014 in Seattle, Washington.

Ms. Cunningham made a motion, seconded by Ms. Dennis, to send the Board chair and two Board members, two staff members and the Board attorney to the conference. The motion carried.

Ms. Wilkins stated they would have a financial report for the next meeting.

**APPLICATION REVIEW**

Upon review of the application of **Sheila Lyons**, Mr. Kinnaman made a motion, seconded by Mr. McNeil, to approve Ms. Lyons to sit for the written examination. The motion carried.

Upon review of the application of **Barbara Holly**, Ms. Cunningham made a motion, seconded by Ms. Dennis, to approve Ms. Holly to sit for the written examination upon receipt of a passed jurisprudence examination and clean criminal background check. The motion carried.

Upon review of the application of **Patty Brewer**, Mr. McNeil made a motion, seconded by Ms. Dennis, to approve Ms. Brewer to sit for the written examination. The motion carried.

Upon review of the application of **Laura Dassing**, Kentucky licensee, Mr. Kinnaman made a motion, seconded by Ms. Dennis, to approve Ms. Dassing for licensure by reciprocity. The motion carried.

With no other Board business to conduct, Mr. Kinnaman made a motion, seconded by Mr. McNeil to adjourn at 11:10 a.m. The motion carried.