

TENNESSEE BOARD OF ALCOHOL AND DRUG ABUSE COUNSELORS

DATE: October 20, 2017
TIME: 9:00 A.M.
LOCATION: Health Related Boards Conference Center
Poplar Room, 665 Mainstream Drive
Nashville, TN 37243

BOARD MEMBERS

PRESENT: Hilde Phipps, Chair
Major McNeil, Citizen Member,
Ella Bentley, LADAC
David Brown, LADAC

BOARD MEMBERS

ABSENT: Thomas Corman

STAFF

PRESENT: Latonya Shelton, ASA 3
Teddy Wilkins, Unit Director
Caroline Tippens, Assistant General Counsel

Ms. Phipps, Chair called the meeting to order at 9:07 a.m. A roll call vote was conducted and all Board members were present.

Ms. Wilkins asked staff to introduce themselves: Teddy Wilkins, Unit Director; Latonya Shelton, ASA3 and Caroline Tippens, Assistant General Counsel.

Minutes

Upon review of the July 14, 2017 minutes Mr. McNeil made a motion, seconded by Mr. Brown, to approve the minutes as written. The motion carried.

Office of General Counsel (OGC)

Ms. Tippens stated there are no cases against Licensed Alcohol and Drug Abuse Counselors in OGC.

Ms. Tippens stated the proposed rules pertaining to deletion of the word “behavioral health” and continuing education changes is internal review. Our Chief Deputy for the Office of General Counsel is currently reviewing. Next, the rules will go onto the Commissioner’s Office and

Governor's office for review. Ms. Tippens informed the Board there are no cases pertaining to licensed alcohol and drug abuse counselors currently in the Office of General Counsel.

Office of Investigations

Ms. Leonard stated her office is currently monitoring two (2) practitioners; there are three (3) open complaints and four (4) closed.

Administrative Report

Ms. Shelton stated there are 438 licensees; four (4) level one applications; three (3) level two applications; and three (3) reinstatement applications.

Ms. Shelton stated fourteen (14) licenses have been issued; six (6) retired; twelve (12) expired; and, fifty-four (54) renewals. Ms. Shelton said thirty (30) licensees renewed on-line for a total of fifty-six percent (56%).

Ms. Shelton stated the next meeting is January 6, 2018.

Financial Report

Ms. Noranda French reviewed the Financial Report stating for fiscal year ending June 30, 2017 actual revenue and expenditures. The Board had direct expenditures of \$52,305.38 and allocated expenditures of \$11,926.17 for total expenditures of \$64,231.55. Ms. French said Board Fee Revenue totaled \$74,207.00, current year net \$9,975.45 and LARS improvements of \$2950.63 for a total cumulative carryover of \$109,884.72.

Ratify newly licensed/reinstated applications

Mr. Brown made a motion, seconded by Ms. Bentley, to approve the following newly licensed applicants. The motion carried.

Level 1

Nancy Dabbs
Zachary Lane Ragan
Jessica Grae Rains

Level 2

Darren P. Chapman
Marie Daverio
Gary Vaughn David
Jessica Louise Hirsch
Donna K. Jones
Robin Marie Ledford
Thompson Christie
Vogt Dawn
Wilks Bruce E.

Reinstated

Mr. Brown made a motion, seconded by Ms. Bentley, to approve the following reinstatement applicants. The motion carried.

Shannon Cullers
Connie Evon Gardner

Application Review

Upon review of the application of **Mr. Eddie Anderson**, Mr. Major made a motion, seconded by Mr. Bentley to approve Mr. Anderson to sit for the Level 1 written exam. The motion carried.

Upon review of the application of **Ms. Theresa Fuqua**, Mr. McNeil made a motion, seconded by Mr. Brown, to approve Ms. Theresa Fuqua to sit for the Level 2 written exam. The motion carried.

Upon review of the application of **Ms. Jeanace Harper**, Ms. Bentley made a motion, seconded by Mr. McNeil, to approve Ms. Harper to sit for the Level 2 written exam. The motion carried.

Upon review of the application of Mr. **Thomas Hollowell-Holden**, Mr. McNeil made a motion, seconded by Ms. Bentley, to approve Mr. Hollowell-Holden to sit for the Level 1 written exam. The motion carried.

Upon review of the application of **Ms. Angela Monday**, Mr. Brown made a motion, seconded by Ms. Bentley, to approve Ms. Monday to sit for the Level 1 written exam. The motion carried

Upon review of the application of **Ms. Alice Long**, Ms. Phipps made a motion, seconded by Mr. McNeil, to approve Ms. Long to sit for the Level 1 written exam. The motion carried.

Upon review of the application of **Mr. Zachary Newton**, Mr. Brown made a motion, seconded by Mr. McNeil, to approve Mr. Newton to sit for the Level 1 written exam. The motion carried.

Upon review of the application of **Ms. Catherine Rogers** Mr. Brown made a motion, seconded by Ms. Bentley, to approve Ms. Rogers to sit for the Level 2 written exam. The motion carried.

Upon review of the application of **Mr. Christian Rowe** Ms. Hilde made a motion, seconded by Ms. Bentley, to approve Mr. Rowe to sit for the Level 1 written exam. The motion carried.

Upon review of the application of **Chantelle Stokes**, Ms. Bentley made a motion, seconded by Mr. McNeil, to approve Ms. Stokes to sit for the Level 2 written exam pending receipt of her official transcript directly from Liberty University. The motion carried.

Correspondence

The Board reviewed Ms. Rosa Sanders letter regarding waiver of continuing education for reinstatement of licensure. Ms. Rosa Sanders was not present, but her potential employer Mr. Randall Lee was present. Upon review there was confusion whether or not if Ms. Sander's license had been voluntarily retired or expired. Once, the status of Ms. Sander's licensure was confirmed that it had expired with no evidence of being voluntarily retired. After some discussion Mr. Brown made a motion to deny Ms. Sanders continuing education waiver request and Mr. McNeil seconded the motion. The motion carried.

Review, discuss and consider approval of continuing education programs

Upon review of the application package of Matt **Callihan, LADAC, QCS** with Cornerstone of Recovery, to provide alcohol and drug abuse ethics education and training. It was discovered that this class was given prior to the Boards approval process. For future continuing education and training hours to be approved this course will have to be resubmitted for approval according to rule 1200-30-01-11(3) -Continuing education program approval process for providers of education. Mr. Brown made a motion, seconded by Mr. McNeil, to approve Mr. Callihan as a continuing education provider. The motion carried.

With no other business to conduct, the meeting was adjourned at 10:57 a.m.

These minutes were ratified at the January 26, 2018 Alcohol and Drug Abuse Counselor Board meeting.