

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

**DATE:** November 1, 2013

**TIME:** 9:00 a.m., CDT

**LOCATION:** Health Related Boards  
Poplar Room  
665 Mainstream Drive  
Nashville TN 37243

**BOARD MEMBERS**

**PRESENT:** Karen Dennis, LADAC  
Susan Cunningham, LADAC  
Richard Terry Kinnaman, Acting Chair LADAC  
Major McNeil, Citizen Member, Secretary

**BOARD MEMBERS**

**ABSENT:** Sherry Butler, LADAC, Chair

**STAFF PRESENT:**

Melody Spitznas, Board Administrator  
Teddy Wilkins, Unit Director  
Caroline Tippens, Assistant General Counsel  
Denise Moran, Disciplinary Coordinator, Office of Investigations

Mr. McNeil, Secretary, turned the meeting over to Mr. Kinnaman as interim Chair. Mr. Kinnaman called the meeting to order at 9:30 a.m. and declared a quorum to be present.

**Minutes**

Ms. Dennis made a motion, seconded by Mr. McNeil, to approve the July 19, 2013 minutes as amended. The motion carried.

Mr. Kinnaman stated that he wanted the minutes to reflect what an outstanding job Ms. Spitznas did with the minutes.

**OGC Report**

Ms. Tippens stated that there is no legislation affecting the Board at this time.

Ms. Tippens stated that the rules have been submitted to the Governor's office and anticipates having a rulemaking hearing in January 2014.

### **Investigative Report**

Ms. Stone stated that there are currently two (2) cases currently pending final review in the Office of Investigations.

### **Disciplinary Report**

Ms. Moran stated there are two (2) practitioners are currently being monitored and there have been no changes since the report from the last board meeting.

### **Administrator Report**

Ms. Spitznas reviewed the administrator report with the Board and stated that there are currently four hundred twenty-four (424) actively licensed, one hundred eighty-one (181) have retired, two hundred forty (240) are expired and eighty-two (82) deceased alcohol and drug abuse counselors.

From July 11, 2013 to October 15, 2013, one (1) new license was issued, seven (7) new applications were received and four (4) licensees retired.

Twenty-three (23) alcohol and drug abuse counselors renewed their license online between July 11, 2013 and October 15, 2013. Ms. Spitznas asked the Board to encourage its colleagues to utilize the online system as it helps reduce administrative costs and is an efficient way to renew their license.

### **Newly Licensed**

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

#### **Richard E. Reeves**

The motion carried.

### **Reinstatements**

Ms. Dennis made a motion seconded by Mr. McNeil to approve **Rudene Smith** for reinstatement. The motion carried.

### **NCAC (Written) Examination Results**

During the September 2013 test period, three (3) candidates sat for the written examination. One (1) of the three (3) candidates passed the exam. Mr. McNeil made a motion, seconded by Ms. Cunningham, to accept the exam results, permitting the applicant who passed deemed eligible to sit for the oral examination. The motion carried.

### **Oral Examination**

Mr. McNeil made a motion, seconded by Ms. Cunningham for Ms. Spitznas to write a Policy Statement regarding the Board delegating authority to Kathy Benson as the site manager for oral examinations. The motion carried.

### **Correspondence**

The Board reviewed a letter from **G. Michael Pilcher** requesting to become a Qualified Clinical (QCS) Supervisor in Tennessee. Mr. Cunningham made a motion, seconded by Ms. Dennis, for Ms. Spitznas to send Mr. Pilcher a letter informing him that he could either appear before the Board or wait until the new rules become effective and request information on how he became a QCS in the state of Florida, including the time frames. The motion carried.

### **Agreed Citations**

Mr. McNeil made a motion, seconded by Ms. Cunningham, to accept the Agreed Citation issued to **Holly Dunn** for failure to properly maintain sufficient continuing education credits for the year 2012. The motion carried.

Ms. Dennis made a motion, seconded by Mr. McNeil, to accept the continuing education that **Mary Avery** made up for the continuing education she was deficient in 2011 and accept the Agreed Citation she was issued. The motion carried.

### **Continuing Education Requests for Approval**

Ms. Dennis made a motion, seconded by Mr. McNeil, to approve the following continuing education request:

#### **Acudetox Training**

**Carolyn R. Weisenberger, BS, LPN, ADS, Registered Trainer and Anita Hill  
Cornerstone of Recovery, September 26-29, 2013, 8:00 a.m. – 6:00 p.m.  
40 Elective Continuing Education Hours**

The motion carried.

### **Closed Files**

Ms. Dennis made a motion, seconded by Ms. Cunningham to close the following applicant files due to not being completed in a timely manner:

**C. J. Baker  
Keith Collier  
Lourie Coupe  
Jeremy Humphrey  
Johnny Polk  
Camille Horton Shannon**

**Maple Rice**  
**Glen Vinson**  
**Anthony Saluzzo**  
**Nakondrea Weeks**  
**Clarence Williamson**  
**Marilyn Woods Robinson**  
**Larry Wyatt**

The motion carried.

### **Application Review**

Ms. Dennis made a motion, seconded by Mr. McNeil, to approve **Angela Tinnon** to sit for the written exam, pending receipt of an additional sixty-one (61) hours of classroom training in chemical dependency from an approved provider. The motion carried.

Ms. Cunningham made a motion, seconded by Mr. McNeil, to deny the application of **Rodney Brewer** at this time until the following information is submitted: notarized supervisor affidavit, detailed narrative of supervision, clarification of supervision provided per week from the supervisor showing 6,000 supervised hours. The motion carried.

Mr. McNeil made a motion, seconded by Ms. Dennis, to allow **Freddie Cobb** to sit for the written and oral examinations and appear back before the Board and bring documentation of previous treatment centers, letters from probation officers, statement from treatment programs, verification of attendance to AA and a letter of recommendation from someone who knows that he has been in recovery.

Mr. McNeil made a motion, seconded by Ms. Dennis, to approve **Todd Davis** to sit for the written exam. The motion carried.

Ms. Cunningham made a motion, seconded by Ms. Dennis, to approve **Walter Henderson** to sit for the oral examination. The motion carried.

Ms. Cunningham made a motion, seconded by Mr. McNeil, to deny the application of **Bruce Wilks** at this time until the following areas of concern are addressed: time frame and eligibility of QCS, detailed information on how NY license became QCS. The motion carried.

Ms. Dennis made a motion, seconded by Ms. Cunningham, to approve the reciprocity application of **Andrea Young**. The motion carried.

Ms. Cunningham made a motion, seconded by Mr. McNeil, to table the application of **Patty Brewer** as it appears some of the hours of classroom training are not approved by the Board or NAADAC. The motion carried.

**Other Board Business**

With no other Board business to conduct, Ms. Cunningham made a motion, seconded by Mr. McNeil, to adjourn the meeting at 12:55 p.m. The motion carried.

*Ratified by the Board on January 17, 2014.*