

TENNESSEE BOARD OF ALCOHOL AND DRUG ABUSE COUNSELORS

DATE: October 7, 2016
TIME: 9:00 A.M.
LOCATION: Health Related Boards Conference Center
Poplar Room, 665 Mainstream Drive
Nashville, TN 37243

BOARD MEMBERS

PRESENT: Susan Cunningham, LADAC, Chair
Hilde Phipps, LADAC, Secretary
Karen Dennis, LADAC
Major McNeil, Citizen Member

STAFF

PRESENT: Latonya Shelton, ASA 3
Teddy Wilkins, Unit Director
Caroline Tippens, Assistant General Counsel
Nichelle Dorroh, Office of Investigations
Barbara Maxwell

Ms. Cunningham called the meeting to order at 9:05 a.m. A roll call vote was conducted and a quorum was present.

Ms. Cunningham asked if any audience members wanted to comment in the Rulemaking Hearing to please sign in. Ms. Cunningham turned the Rulemaking Hearing over to Ms. Caroline Tippens, Assistant General Counsel.

Ms. Tippens introduced herself and asked Board staff members to introduce themselves. Ms. Latonya Shelton, Ms. Teddy Wilkins and Ms. Barbara Maxwell were present. Ms. Tippens gave a summary of the rule amendments which included Rule 1200-30-01-.04; 1200-30-01-.06; 1200-30-01-.07; and, 1200-30-01-.08. Ms. Tippens asked if there were any public comments. Mr. Terry Kinnaman, LADAC, Chair of the Task Force Committee stated he is at the meeting to answer any questions regarding the results recommended by the Task Force Committee. Ms. Tippens stated the Rulemaking was to make amendments to Rules 1200-30-01-.07 and .08. Mr. Kinnaman asked the Board to go back to the 2012 Board meeting minutes in which rule amendments were made by never implemented. Ms. Cunningham said the Board has reviewed the grammatical errors and those will be changed. Ms. Tippens stated the Board is limited to the scope of the rulemaking Hearing.

Ms. Tippens stated Rule 1200-30-30-01-.01(15) will be amended to delete “Exam”; (16) will add the wording “National”; (18) will be deleted in its entirety as there is no Regional Training Coordinator; and, (19) will be renumbered to (18). Ms. Tippens said Rule 1200-30-01-.02 Scope of Practice and Rule 1200-30—1-.03 Necessity of Licensure will not be discussed at they are not in the Notice of Rulemaking Hearing. Ms. Tippens stated Rule 1200-30-30-01-.04 (b), 3. (i) will be amended to add the language ; OR .04, (c) 2.(i) to add the language ; OR; deleting 2. (iii) and moving that language under 2. (i). Ms. Tippens said Rule 1200-30-01-.04(d), 2. (i) will be amended to add the language “OR.” Ms. Tippens said Rule 1200-30-01-.05 Licensure Process will not be discussed as it was not in the Notice of Rulemaking Hearing. Ms. Tippens stated Rule 1200-30-01-.06(c) Fees is not applicable as the oral exam has been deleted from licensure requirements and .06(3)(c) oral examination is deleted. Ms. Wilkins asked if they could eliminate the verification fee. Ms. Tippens stated a fee decrease was not noted in the Rulemaking Hearing; however, if it was the will of the Board this issue could be addressed. The Board determined to take no action at this time. Ms. Tippens stated Rule 1200-30-01-.08(1)(a), (c) and (d) will be amended to delete the language “MAC.” Upon discussion, Mr. McNeil made a motion, seconded by Ms. Dennis, to delete the language “MAC.” Ms. Tippens said Rule 1200-30-01-.08(4)(a) was amended to delete the language “MAC.” Ms. Tippens suggested that Rule 1200-30-.01-.10 Supervision be discussed at a later meeting to give the Board a chance to review the suggested amendments. Ms. Tippens stated Rule 1200-30-01-.12(2) be amended to add the language “National.”

Ms. Cunningham thanked Mr. Kinnaman and the members of the Task Force Committee on behalf of the Board for their hard work in reviewing the rules.

Ms. Tippens stated this concluded the Rulemaking Hearing and upon approval by the Board the rules will go to the Attorney General’s Office, after which they will go to the Secretary of State where they will remain on their website for ninety (90) days. Ms. Tippens said after the ninety (90) days the rule will become effective.

A roll call vote was conducted and all Board members voted in the affirmative.

Minutes

Upon review of the May 12, 2016 minutes Mr. McNeil made a motion, seconded by Ms. Dennis, to approve the minutes as written. The motion carried.

Office of General Counsel

Ms. Tippens stated there are no cases pending; however, there are a few complaints in Investigations. Ms. Tippens said the General Assembly is out of session and will reconvene in January.

Investigations

Ms. Dorroh stated there are six complains in their office which will be reviewed in December and they are monitoring two (2) individuals.

Ms. Dorroh stated that allegations are reviewed by the Board Attorney and consultant and, if additional information is needed, it will be assigned to an investigator. Ms. Dorroh said when the investigation is complete it will go back for a second review by the Board Attorney and consultant to determine if there is a valid complaint.

Administrative Report

Ms. Shelton stated there are currently 414 licensed Alcohol and Drug Abuse Counselors. Ms. Shelton said there are 36 new applications, 12 for Level 1, 20 for Level 11 and 4 by reciprocity. Ms. Shelton said 28 new licenses were issued, 1 retired, 9 expired and 81 renewals. Ms. Shelton said 46 of the renewals were online for a 57% rate.

Ms. Shelton stated the 2017 Board Meeting Schedule is:

January 13, 2017
April 14, 2017
July 14, 2017
October 6, 2017.

Ms. Wilkins stated she has included the Board meeting dates and legislation pertaining to the Board in the current newsletter.

Newly Licensed/Reinstated

Ms. Phipps made a motion, seconded by Mr. McNeil, to ratify the following newly licensed/reinstated:

Newly Licensed

Charles C. Brewster
Jeffrey A. Browning
Stan W. Bumgarner
James D. Campbell, Jr.
Dovie J. Coleman
William B. Copeland
Kevin S. Daggett
Damaris Michelle Dickson
Charles E. Harper
Reico S. Hopewell
Angela M. Hostetler

Lindsay J. Maldonado
Carolynn S. Mathis
Shawn G. McComas
April H. Murray
Spencer Phillippi
Michael S. Richards
Michael J. Sadler
Shilo M. Satran
James C. Shiver, Sr.
Charles L. Stallings
Mary K. Summitt

Ann H. Lavecchia
Stacy M. Lee

April Thomas
Lindsey G. Wemp

Ms. Wilkins stated that **Sarah Smiddy**, newly licensed A & D Counselor, was left off the above list. Ms. Phipps made a motion, seconded by Mr. McNeil, to ratify Ms. Smiddy's license. The motion carried.

Reinstated

Kristina R. Blount

The motion carried.

Application Interview

The Board interviewed **Patricia Fowler Wheaton** who was requesting that her license be upgraded to a Level 2 position because of her educational background. Upon review of Ms. Wheaton's educational courses, Ms. Dennis made a motion, seconded by Mr. McNeil, to approve her request. The motion carried.

The Board conducted a telephonic interview with **Allison Eggleston** who was required to re-submit her practitioner profile, letters of reference from non-family members and discuss her supervision. Ms. Eggleston provided the required documentation and stated she began her supervision in May 2013 and was hired full time in 2013. Upon review of Ms. Eggleston's application, Mr. McNeil made a motion, seconded by Ms. Dennis, to approve her to sit for the Level 1 written exam. The motion carried.

Discuss and take action if needed regarding rulemaking, hearings, rule amendments and policies.

Ms. Tippens stated that supervision was not noted on the Rulemaking Hearing agenda and suggested it be discussed at a later date. The Board asked that the qualified clinical supervision be placed on the agenda for the January 2017 meeting.

Review, discuss and consider approval of continuing education programs

The Board reviewed a letter and course outline from Terry Kinnaman, LADAC, requesting approval of continuing education courses provided by Corizon Health to offer training of the eight (8) domains of treatment as provided through the NAADAC Train the Trainer Program and training found within the twelve (12) Core Functions of Treatment.

Upon review Mr. McNeil made a motion, seconded by Ms. Phipps, to approve Corizon Health as a continuing education provider. The motion carried.

The Board reviewed a resume and course outline from **Ella A. Bentley, LADAC**, requesting approval to train staff on the twelve (12) Course Functions of Treatment. The Board called Ms. Bentley to discuss her request and informed her that the Board does not approve educational hours for licensure and referred her to Rule 1200-30-01-.10 pertaining to supervision. Ms. Cunningham suggested that Ms. Bentley contact NAADAC to obtaining continuing education approval which does not require Board approval. Ms. Cunningham also asked Ms. Bentley to submit a detailed letter regarding her request including the types of continuing education she wants to provide.

Correspondence

Mary Summitt, Level 1 licensee, appeared before the Board asking that her education be approved to upgrade her to a Level 2 license. The Board requested that Ms. Summitt obtain descriptions of the courses she took from the university she attended and obtain a letter from her supervision of the skills and education she received pertaining to alcohol and drug abuse. Ms. Cunningham made a motion, seconded by Mr. McNeil, to revisit Ms. Summitt's request after submitting the requested information. The motion carried.

The Board reviewed correspondence from **Theresa Fuqua** requesting approval to accept her Bachelors of Science degree in Criminal Justice and Masters in Public Management for licensure as a Level 2 Alcohol and Drug Abuse Counselor. Ms. Phipps stated she was not comfortable reviewing transcripts and educational courses without an application and more detailed information to review. The Board asked Ms. Fuqua to submit her application and required documents before making a decision.

The Board reviewed correspondence from **Matthew Johnson** requesting approval for a Level 2 license and waive the supervision requirements and consider his eight (8) years of counseling experience and related graduate education. Upon discussion, Mr. McNeil made a motion, seconded by Ms. Dennis to deny Mr. Johnson's request. The motion carried.

The Board reviewed correspondence from **Katherine D. Lewis** whose application by reciprocity was denied at the April 17, 2015 meeting. Upon discussion, Ms. Phipps made a motion, seconded by Mr. McNeil, to have Ms. Lewis resubmit her application, criminal background check, photo, proof that her supervisors met the requirements for Tennessee supervision and additional training hours. Ms. Dennis recused herself. The motion carried.

Ms. Tippens stated the Board could conduct a specially held telephonic meeting to review Ms. Lewis' application which will require her to file a statement of necessity to the Secretary of State's Office

The Board reviewed correspondence from **Emory Young** requesting the Board upgrade his Level 1 license to a Level 2. Mr. Young stated in his letter that he received his Level 1 license November 2, 2015 after failing the oral examination on two occasions. Ms. Dennis made a motion, seconded by Ms. Phipps, to request that Mr. Young appear before the Board at the next meeting to discuss his request and review his application. The motion carried.

File Review

Upon review of the application of **Lisa Dunn**, Mr. McNeil made a motion, seconded by Ms. Dennis, to approve Ms. Dunn as a Level 2 licensure through reciprocity. The motion carried.

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

Upon review of the application of **Yolanda Lancaster**, Ms. Phipps made a motion, seconded by Ms. Dennis, to approve Ms. Lancaster to sit for the Level 2 written exam. The motion carried.

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

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

Upon review of the application of **Lisa Tipton**, Ms. Cunningham made a motion, seconded by Ms. Dennis, to approve Ms. Tipton to sit for the Level 2 written exam. The motion carried.

Upon review of the application of **Polly Yarbrough**, Ms. Phipps made a motion, seconded by Ms. Dennis, to approve Ms. Yarbrough to sit for the Level 2 written exam. The motion carried.

Shannon Cullers presented her reinstatement application to the Board for review. Ms. Cullers stated she has been out of the practice for ten years and requested a waiver to retake the written exam. The Board determined that Rule 1200-2-01-.11(2)(c) requires that reinstatement applicants out of practice in excess of five (5) years must retake the exam to protect the public.

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

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

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

Other Board Business

The Board requested that supervision, behavior health and scope of practice recommendations made by the Task Force Committee be placed on the agenda for the next meeting.

With no other business to discuss, Mr. McNeil made a motion, seconded by Ms. Dennis, to adjourn at 1:40 p.m. The motion carried.

These minutes were ratified by the Board of Alcohol and Drug Abuse Counselors on January 27, 2017.