

## TENNESSEE BOARD OF ALCOHOL AND DRUG ABUSE COUNSELORS

**DATE:** January 27, 2017  
**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  
Major McNeil, Citizen Member

### BOARD MEMBER

**ABSENT:** Karen Dennis, LADAC

### STAFF

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

Ms. Cunningham, Chair, called the meeting to order at 9:04 a.m. A roll call vote was conducted and a quorum was present.

### Election of Officers

The Election of Officers was tabled until the April 2017 meeting.

### Review/Approve October 7, 2016 Board Meeting Minutes

Upon review and a correction to be made on page two (2), Mr. McNeil made a motion, seconded by Ms. Phipps, to approve the minutes. The motion carried.

### Financial Report

Ms. Noranda French reviewed the Financial Report stating for fiscal year 2016 the Board had direct expenditures of \$47,506.66 and allocated expenditures of \$22,645.17 for total expenditures of \$70,150.83. Ms. French said Board Fee Revenue totaled \$72,230.00, current year net \$2,079.17 and LARS improvements of \$1,020.94 for a total cumulative carryover of \$102,859.89.

Ms. Tippens said the Board members previously discussed a fee decrease and should address any questions to Ms. French. Ms. Cunningham asked what would be the impact in lowering fees. Ms. French said the policy is to look at the Board's last three (3) year carryovers to determine if fees should be lowered. Ms. French said she would prepare a presentation for the next meeting to determine how a decrease is going to affect the Board. Ms. French said from 2010 to 2016 the revenue gap was closed and they want to make sure the Board closes in the black. Ms. Cunningham asked why Professional Services and Dues were so high in 2016 compared to 2014 and 2015. Ms. French said the majority of the expenditures were for a third party review of applications and consultants reviewing complaint files.

Ms. Tippens said one (1) contested case could bring up the Board costs considerably.

Ms. Wilkins said at this time the Board doesn't need a fee decrease.

### **Receive Reports and/or Requests from the Office of General Counsel**

Ms. Tippens stated there are no cases pending in the Office of General Counsel for Alcohol and Drug Abuse Counselors. Ms. Tippens said the 109<sup>th</sup> General Assembly convened; however, no legislation has been filed pertaining to the Board. Ms. Tippens stated the Rule amendments came back to OGC this week with a few changes, which have been made and returned to the AG's Office. Ms. Tippens said the rules deleting the oral exam were sent to the Attorney General's Office October 31, 2016. Ms. Cunningham asked if there were any anticipated legislation regarding the Board. Ms. Tippens said she is not aware of any legislation pertaining to the Board.

### **Receive Reports/Requests from Office of Investigations**

Ms. Nichelle Dorroh reviewed the summary of currently monitored practitioners report stating her office is currently monitoring two practitioners, one (1) whose license is on probation, and one (1) who license is revoked but owes a \$500 civil penalty.

Ms. Dorroh said there are four (4) complaints against A & D Counselors which she hopes to have reviewed by March.

### **Administrative Report**

Ms. Shelton stated there are currently 429 licensed Alcohol and Drug Abuse Counselors. Ms. Shelton said since the October 7, 2016 meeting there have been thirteen (13) new applications, four (4) for Level 1, four (4) for Level 2 and five (5) by reciprocity. Ms. Shelton said twenty (20) new licenses have been issued, three (3) retired, five (5) expired and forty-two (42) renewals. Ms. Shelton said twenty-four (24) of the renewals were online for a 57% rate.

Ms. Shelton stated the 2017 Board Meeting Schedule is:

April 07, 2017  
July 14, 2017  
October 6, 2017

**Review/Approve/Deny and Ratify New Licensure Files**

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

**Newly Licensed**

**Patricia Breeding  
Lene Brown  
David Collins  
Curtis Davis  
Jennifer Dozier  
Lisa Dunn  
Jerry Green  
Jeremy Humphrey  
Yolanda Lancaster  
Katherine Lewis**

**Aubrey Marange  
Marlene McClure  
Lisa Peden  
Richard Pelfrey  
Megan Repass  
Christine Sexton  
Sara Smiddy  
Angela Shankle  
Lisa Tipton  
Patricia Wharton**

The motion carried

**Reinstatements**

Mr. McNeil made a motion, seconded by Ms. Phipps, to ratify the following reinstatements:

**Vicky Taylor  
Richard Whitt**

The motion carried.

**Applicant Review**

The Board reviewed additional documentation from **Mary Summitt** who is requesting her license be upgraded to a Level 2 license. Ms. Summitt said the University of Tennessee did not have the exact description of the courses she obtained and summarized the courses for the Board's review. **Paul Hart** stated he was Ms. Summitt's Qualified Clinical Supervisor (QCS) and encouraged her to apply for a Level 2 and after reviewing the courses she obtained it appeared they fit in the domain of alcohol and drug abuse counseling. Mr. Hart said he tries to encourage and lead his students in the right path. Ms. Tippens asked what Ms. Summitt brings to the profession with having that degree. Mr. Hart said she brings her maturity, ethical standards, understanding of the addiction and the desire to help clients be better. Ms. Cunningham asked Mr. Hart how long he has been at Cornerstone. Mr. Hart stated he has been there since 2005. Ms. Tippens said Ms. Summitt's Bachelor's degree is not in a health related field and the Board is looking at the courses on a case by case basis. Ms. Phipps stated she has a degree of bias as

her degree was in education; however, she didn't use any of that degree and obtained the required courses for A & D Counseling.

**Kathy Benson** offered some clarity to the subject by stating for Level 2 licensure you must have education in a health related field and in an effort to honor that the Board asks for copies of transcripts with a minimum of twelve (12) credit hours of health related courses. Ms. Benson stated when a person is approved for a Level 1 they are approved to take the Level 1 exam and when they are approved for a Level 2 they must take the Level 2 or MAC exam which are two (2) levels of knowledge and competence. Upon discussion, Mr. McNeil made a motion, seconded by Ms. Phipps, to approve Ms. Summitt for a Level 2 license. The motion carried.

### **Tennessee Suicide Prevention Network (TSPN)**

Mr. Scott Ridgeway, Executive Director of the Tennessee Suicide Prevention Network gave a presentation regarding suicide prevention. Mr. Ridgeway stated TSPN works across the state to reduce the rate of suicides each year, which is the third leading cause of death from the ages of 10 to 23. Mr. Ridgeway stated over the last 16 years it has been his experience when speaking in public that over half of the audience have had family or friends who have committed suicide.

Mr. Ridgeway said only 25% of social workers and 50% of counselors have suicide prevention training and recommends that the Board require two (2) hours of continuing education in suicide prevention every two (2) years.

Mr. Ridgeway asked the Board to consider the courses which are free and can be taken in-person or on-line. Ms. Phipps asked if there were other Boards that have adopted the recommendations.

Mr. Ridgeway stated he would be giving a presentation at the Social Work Board the following week.

Mr. Ridgeway said licensees could take a six (6) hour course which would cover six (6) years. Ms. Cunningham asked if he recommended the courses be taken by his organization. Mr. Ridgeway said they could take the courses by any provider; however, their training courses also include alcohol and drug abuse training.

Ms. Tippens stated the issue is the continuing education hours which must be (9) face to face, six (6) multi-media and at least three (3) relating to ethics.

Ms. Benson, NADAC, stated they offer courses in crisis intervention and would like to use this group to make sure they are covering suicide prevention.

Ms. Tippens suggested making TSPN a continuing education provider.

Ms. Cunningham thanked Mr. Ridgeway for his presentation.

Mr. Ridgeway stated TSPN wanted the course to be a requirement such as ethics.

Ms. Phipps asked if TSPN would be satisfied with a mechanism to include suicide prevention as a continuing education provider without a rule amendment. Ms. Tippens said TSPN could be included as an approved provider and then issue a policy statement from the Board recommending licensees to take the courses. Upon discussion, Mr. McNeil made a motion to make the TSPN a continuing education provider seconded by Ms. Phipps. The motion carried.

Mr. McNeil made an amendment to his motion to issue a policy statement to recommend licensed A & D Counselors obtain suicide prevention. Ms. Phipps seconded. The motion carried.

Ms. Tippens asked the Board what was their suggestion about health related degrees and suggested a Bachelor's degree with twelve (12) credit hours in counseling related courses for a Level 2 licensure and remove the behavior health degree requirement.

Ms. Phipps suggested aligning with the national level of licensure and made a motion to require no fewer than twelve (12) credit hours in counseling related courses. Mr. McNeil seconded. The motion carried.

Ms. Tippens said she will prepare the language for review at the April meeting.

Ms. Wilkins asked the Board to consider a two (2) year, thirty hour, continuing education requirement as most Board's don't require licensees to obtain fifteen (15) hours each year. Ms. Wilkins further explained most boards calculate CEs on a two-year basis and not on a one year basis as this makes it less complicated when auditing and also for the licensees.

Ms. Phipps made a motion, seconded by Mr. McNeil, to amend the rules regarding continuing education by eliminating a yearly requirement and making CEs calculated on a biennial basis. The motion carried.

Ms. Tippens asked the Board to make a motion to put the QCS curriculum on the agenda for the next meeting and ask for a presentation from the QCS committee. Ms. Cunningham made a motion, seconded by Mr. McNeil, to ask someone from the Curriculum QCS Committee to attend the meeting with a presentation. The motion carried.

### **Correspondence**

The Board reviewed a letter from **Charles Presley** asking if the education he obtained meets the requirements for licensure as an A & D Counselor.

Ms. Tippens stated Mr. Presley is currently incarcerated. Ms. Cunningham said Mr. Presley has access to Southwest Community College and that someone with a felony can be licensed on a case by case basis. Ms. Tippens said he can pursue his hours of training after he is released and suggested she send Mr. Presley a letter encouraging him to pursuing his education upon completion of his incarceration.

Ms. Cunningham made a motion, seconded by Mr. McNeil, to have Ms. Tippens prepare a response to Mr. Presley's letter for review by the Board members. The motion carried.

### **Policy Statement regarding C.E. requirements for licensees who failed to obtain the number of hours in an audit**

Ms. Wilkins stated the Commissioner asked Ms. Otto to look at the Policy Statement for Continuing Education and request the Board to approve the policy statement to change the number of days from thirty (30) to sixty (60) days to comply with the continuing education requirements for deficient licensees.

Upon discussion, Ms. Phipps made a motion, seconded by Mr. McNeil, to change the number of days to sixty (60) days. The motion carried.

### **Application Review/Approval**

Upon review of the application of **Jason Ferrell**, Mr. McNeil made a motion, seconded by Ms. Phipps, to approve Mr. Ferrell as a Level 2 licensee by reciprocity. The motion carried.

Upon review of the application of **Jonathan Holiday**, Mr. McNeil made a motion, seconded by Ms. Phipps, to approve Mr. Holiday as a Level 2 licensee by reciprocity. The motion carried.

Upon review of the application of **Christopher Moore**, Ms. Cunningham made a motion, seconded by Ms. Phipps, to approve Mr. Moore to sit for the Level 2 written exam pending receipt of documentation that he is not on probation. The motion carried.

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

Upon review of the application of **Wendy Normandin**, Ms. Phipps made a motion, seconded by Mr. McNeil, to ask Ms. Normandin to submit proof of holding a current license in another state, which is a requirement for licensure by reciprocity, and documentation, including a written explanation, of all licensure disciplinary or probationary history. The motion carried.

Upon review of the application of **Michael Webb**, Ms. Phipps made a motion, seconded by Mr. McNeil, to ask Mr. Webb to submit proof of holding a current license in another state which is a requirement for licensure by reciprocity. The motion carried.

Upon review of the application of **Tamara Robinson**, Ms. Phipps stated Ms. Robinson meets the requirements for licensure as a Level 2 licensee and asked that she be contacted to determine which level of licensure she is seeking. Ms. Phipps made a motion, seconded by Mr. McNeil, to approve Ms. Robinson to sit for the written exam. The motion carried.

### **Review, discuss and consider approval of continuing education programs:**

The Board reviewed an application package from **William Saulsberry**, Memphis Recovery Centers, Inc. for an approved Alcohol and Drug Abuse education and training provider.

In review of the package, Ms. Cunningham made a motion, seconded by Mr. McNeil, to send Mr. Saulsberry the appropriate form for completion and return to the Board for review with all required documentation. The motion carried.

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

The Board discussed the number of face to face hours needed for Level 1 and Level 2 applicants.

Ms. Wilkins suggested putting the discussion on the agenda for the April 2017 meeting.

Ms. Tippens stated she would prepare recommendations of the hours for the meeting and suggested asking the Task Force to submit the supervision portion of the recommendations.

Ms. Cunningham made a motion, seconded by Mr. McNeil, to send a letter to the Task Force requesting recommendations and obtain supervision provisions from other A & D licensure boards. The motion carried.

**Adjourn**

With no other business to conduct, Mr. McNeil made a motion, seconded by Ms. Phipps, to adjourn at 1:53 p.m. The motion carried.