



## Tennessee Board of Licensed Alcohol and Drug Abuse Counselors Meeting

Friday, October 13, 2023

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### MINUTES

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The regular Board meeting of the Tennessee Board of Licensed Alcohol and Drug Abuse Counselors was called to order at 9:09 a.m. in the Poplar Room, Ground Floor, Metro Center Complex, 665 Mainstream Drive, Nashville, Tennessee 37243 by Dr. Mark Loftis, Board Chair.

Board members present: Dr. Mark Loftis, Board Chair  
Dr. Jane Abraham, Board Secretary  
Terry Kinnaman, Board Member  
Britney Baker, Board Member

Board member absent: Major McNeil

Staff present: LaTonya Shelton, Administrative Services Assistant 3  
Ronda Webb-Stewart JD, General Counsel  
Matthew Gibbs, Deputy General Counselor  
Candyce Wilson, Unit Director

### LICENSURE PROCESS

Matthew Gibbs Deputy General Counselor introduced Ms. Ronda Webb-Stewart to the board as the new board advisory attorney. Mr. Gibbs held a lengthy discussion with the Board regarding the licensure application approval process informing the board that their professions statute is under T.C.A. Chapter 68 which does not have the authority to issue the approval of licensure without ratification of the entire Board. Also, in the Boards rules the completed application file must be approved by the board to sit for the written exam. After a lengthy discussion between the Boards attorney, the Board the applicants and supervisors Mr. Terry Kinnaman made a motion to allow the current Board members to be the consultants to review and approve the applicant(s) to sit for the written exam but once the applicant has passed the exam the entire board will ratify for licensure and then the “go to work” letter can be sent and certificates can be mailed. Dr. Jane Abraham seconded the motion

## **CONSIDERATION OF APPLICATIONS**

### **Licensed Alcohol and Drug Abuse Counselor Application Review(s):**

**Dr. Abraham reviewed and approved the applicants' files to sit for their level licensure exam and Ms. Baker seconded the motion and the motions passed for the following application files:**

**Marshall Neal** – Mr. Neal applied for a level 2 LADAC license by reciprocity. Mr. Neal level 2 licensure by reciprocity was approved. Ms. Baker seconded the motion.

**Victoria Bulthis** – Ms. Bulthis applied for a level 2 LADAC license. Ms. Bulthis was approved to sit for the NCC AP level 2 written exam.

**Ms. Baker reviewed and approved the applicants' files to sit for their level licensure exam and Dr. Abraham seconded the motion and the motions passed for the following application files:**

**Tabitha Edwards** – Ms. Edwards applied for a level 2 LADAC license. Ms. Edwards was approved to sit for the NCC AP level 2 written exam.

**Robyn Travis-** Ms. Travis applied for a level 2 LADAC license. Ms. Travis was approved to sit for the NCC AP level 2 written exam.

**Sarah Bell-** Ms. Bell applied for a level 1 LADAC license. Ms. Bell application was approved to sit for the NCC AP level 1 written exam.

**Rachel Hardin-** Ms. Hardin applied for a upgrade to level 2 LADAC license. Ms. Hardin was approved to sit for the NCC AP level 2 written exam.

**Chanelle Lawson-** Ms. Lawson applied for a level 2 LADAC license by reciprocity. Ms. Lawson level 2 licensure by reciprocity was approved.

**Gina McClure-** Ms. McClure applied for a level 2 LADAC license by reciprocity. Ms. McClure level 2 licensure by reciprocity was approved.

**Victor Tomes-** Mr. Tomes applied for a level 2 LADAC license by reciprocity. Mr. Tomes level 2 licensure by reciprocity was approved.

**Mr. Kinnaman reviewed and approved the applicants' files to sit for their level licensure exam and Dr. Abraham or Ms. Baker seconded the motion and the motions passed for the following application files:**

**Amy Pickett-** Ms. Pickett applied for a level 2 LADAC license. Ms. Pickett was approved to sit for the NCC AP level 2 written exam and Dr. Abraham seconded the motion.

**Terri Carroll-** Ms. Carroll applied for a level 1 LADAC license. Ms. Carroll application was approved to sit for the NCC AP level 1 written exam. Ms. Baker seconded the motion.

**Marshall McCune-** Mr. McCune applied for a level 1 LADAC license. Mr. McCune application was approved to sit for the NCC AP level 1 written exam. Ms. Baker seconded the motion.

**Ms. Tara Harris-** Ms. Harris applied for a level 1 LADAC license. Ms. Harris application was approved to sit for the NCC AP level 1 written exam. Ms. Baker seconded the motion.

**Dr. Loftis reviewed and approved the applicants' files to sit for their level licensure exam. Dr. Abraham made all motion to accept the approvals and Ms. Baker seconded the motions. All motions passed for the following application files:**

**Jonathan Newcomb-** Mr. Newcomb applied for a level 2 LADAC license. Ms. Flippo was approved to sit for the NCC AP level 2 written exam.

**Mandy Alvarado-** Ms. Alvarado applied for a level 2 LADAC license. Ms. Alvarado was approved to sit for the NCC AP level 2 written exam.

**Nadine Steele-** Ms. Steele applied for a level 2 LADAC license by reciprocity. Ms. Steele level 2 licensure by reciprocity was approved.

**Mr. McNeil reviewed and approved the applicants' files to sit for their level licensure exam. The motions were made and seconded. All motions passed for the following application files:**

**Carlton Henderson-** Mr. Henderson applied for a reinstatement for his level 2 LADAC license. Mr. Kinnaman reviewed and approved Mr. Henderson's reinstatement application and Ms. Baker seconded the motion. Dr. Abraham recused herself. The motion passes.

**Daniel Burtch -** Mr. Burtch applied for a level 2 LADAC license. Mr. Burtch was approved to sit for the NCC AP level 2 written exam. Dr. Abraham seconded the motion.

**Lyn Noland- Ms. Noland** applied for a reinstatement for her level 2 LADAC license. Mr. McNeil had concerns regarding her mental health and her return to practice after the hardships she had faced in her personal life. Ms. Kathy Benson spoke highly on her behalf. After a brief discussion Dr. Abraham made motion to reinstate Ms. Noland's license and Ms. Baker seconded the motion. The motion carried.

## **APPROVAL OF MINUTES**

Mr. Terry Kinnaman made a motion to accept July 14, 2023, meeting minutes and the September emergency meeting as written, and Ms. Baker seconded the motion. This motion carried.

## **REPORT FROM THE OFFICE OF INVESTIGATIONS**

Mr. Roger Knowlton stated her office had a total of complaints eight (8) newly opened, three (3) currently opened and seven (7) closed.

## **ADMINISTRATIVE OFFICE REPORT**

Ms. Latonya Shelton stated there are 532 licensees; five (5) level one application; thirteen (13) level two applications; one (1) reinstatement applications; and five (5) reciprocity applications.

Ms. LaTonya Shelton stated fourteen (14) licenses have been issued; one (1) retired; thirteen (13) expired; seventy (70) renewals. Ms. LaTonya Shelton informed the Board there were forty-five (45) online renewals.

Ms. Latonya Shelton stated the next meeting is January 5, 2024, and the 2024 meeting dates are as follow:

January 5, 2024

April 19, 2024

July 26, 2024

October 11, 2024

## **OFFICE OF GENERAL COUNSEL REPORT**

Ms. Ronda Webb-Stewart gave the report from the Office of General Counsel which included the following updates:

### **Conflict of Interest**

A circumstance in which a Board member's individual interest impairs or impedes, or gives the appearance of impairing or impeding, his or her ability to make full, unbiased decisions or to provide full, unbiased service to the Board.

### **Litigation**

OGC currently has one (1) open case concerning the Board of Alcohol and Drug Abuse Counselors. There no Consent Order to present today.

### **Rules**

1200-30-01 Rules Governing Licensure of Alcohol and Drug Abuse Counselors – Internal Review

## **DISCIPLINARY REPORT**

Total number of licensees being monitored is one (1) that's on probation.

## **CONDUCT NEW BUSINESS**

### **Ratification of New Licensees**

The Board ratified the list of applicants that have passed the written NCC AP NCAC1, NCAC 2 or MAC exams for licensure as a Licensed Alcohol and Drug Abuse Counselor since the last meeting on September 8, 2023.

### **Initial Licenses**

Webster Bailey Lv.2

Vantranique Camponovo Lv.2

Charles Clemence Lv. 2

Courtney Collier Lv. 2

Sonya Gibson Lv. 1

Sabrina Pyles Lv.2

Thomas Sharp Lv.1

Bradley Smith Lv.2

Ashley Taylor Lv.1

### **Continuing Education Waiver/Exception Request(s)**

**Judy Clark-** Ms. Clark requested permission from the Board to provide a ten (10) hour training in core functions to educate potential counselors, licensed counselors and others working in the field of substance use/abuse treatment, in the importance of understanding the 8 domains involved in drug and alcohol counseling. After a brief discussion, Mr. Kinnaman made a motion to approve the training courses and Ms. Baker seconded. The motion passed.

**Jessica Hirsch Creative Mindfulness, Heart Sounds and Mindful Watercolor-** Ms. Hirsch LADAC II, QCS requested permission from the Board to provide assistance with supervisors and managers to develop and maintain alliance with clinical staff. After a brief discussion, Mr. Kinnaman made a motion to approve the training courses and Ms. Baker seconded. The motion carried.

**Rachel Bowie-** Ms. Bowie requested permission from the Board to provide eight (8) domain training open to anyone who is working towards making application to become licensed as an Alcohol and Drug Abuse Counselor, seeking continued education hours, or interested in learning. After a brief discussion, Mr. Kinnaman made a motion to approve the training courses and Ms. Baker seconded. The motion carried.

This meeting adjourned at 12:04pm.

These minutes were ratified at the January 5, 2024 Alcohol and Drug Abuse Counselor Board meeting.