

## MINUTES

### NORTH CAROLINA SUBSTANCE ABUSE PROFESSIONAL PRACTICE BOARD

FRIDAY, SEPTEMBER 11, 2009

**Attendance:** Danny Graves, Flay Lee, Bert Bennett, Mark Crabtree, Dottie Saxon Greene, Tom Miller, Lynn Jones, Lynn Inman, Lidia Bly-Herman, Jessica Holton, Joseph Adedokun, Tony Beatty, Joe Fortin, Nora Noel, Cheryl Gentile, Wrenn Rivenbark, David Turpin, Clyde Ebron, Helen Wolstenholme, Worth Bolton.

**Board Staff:** Ann Christian, Randolph Cloud, Barden Culbreth, Anna Misenheimer.

Danny Graves called the meeting to order. The first order of business was approval of the July 29<sup>th</sup> Board meeting minutes.

**Motion:** Approve the July 29, 2009 minutes.

**Motion made by Lynn Inman/Seconded by Mark Crabtree.**

The motion carried.

Ann Christian read the Ethics Awareness and Conflict of Interest Statement. No one indicated any known conflicts.

#### Presentation of Proposed Rules Revisions

Ann informed the Board members that this presentation will not result in a vote. This is simply a time to review the rules. The public is given 60 days to comment on the rules. A hearing is scheduled for Monday, November 2<sup>nd</sup> to receive final comments on the revisions. Both sections .0200 and .0500 of the rules have been revised. Both sets of rules have had input from the Standards and Ethics Committees.

Technical changes can be made during two month period, but sustentative changes cannot. The effective date of these rules would be January 1, 2010.

The Board members then discussed the rules.

#### Featured Committee Report--Ethics Committee

Bert Bennett said that seven Board members currently serve on the Committee. They meet quarterly unless an instance arises which calls for a special meeting. The Committee reviews ethical complaints of one's professional behavior and ensures maintenance of the Committee's policies and procedures. Bert said that he, Ann and Anna serve as the investigating entity, meeting every other week for an entire day to discuss cases. In every ethics case, the investigation begins once an official

**complaint is received. The complaint is then forwarded to the Respondent for his/her response. The only time that this does not happen is if the complaint is against a counselor that is not credentialed.**

**The Committee's goal is to close the investigation and complaint with an Informal Resolution. The process between forwarding the complaint and coming to an Informal Resolution can be lengthy due to the correspondence that occurs between the Complainant, Respondent, Committee and witnesses. The Committee can come to other resolutions, including issuing a Consent Order, scheduling a meeting with the Ethics Subcommittee, full Committee and/or full Board, issuing a letter of warning or suspension and sending a letter of admonition.**

**The full Committee is now engaged in discussions about scenarios involving ethical violations. Bert, as Committee Chair, considers the Committee's opinion as a guide when coming to the close/resolution of an investigation. Bert is just now starting to categorize the types of complaints he receives. For instance, relapse comprises approximately 15-17% of cases received in last six months. This information could be helpful in planning future trainings. Ann Christian said that most revocations and suspensions can be published in the Board's newsletter, but this is also a huge negotiation factor when coming to a resolution with the Respondent. Letters of warning do not get published.**

### **President's Report**

**Danny Graves asked for feedback from Board members who participated in the Summer School training. Dottie Saxon Greene was surprised by the amount of interaction and interest of participants. Jessica Holton said that she enjoyed presenting. Joe Fortin was also impressed by the level of interest and how interactive the training was. Danny said that deemed status questions did come up. He would like the title of this training amended next year.**

### **Executive Committee Report**

**Flay Lee stated that the Committee is looking at how specific issues are brought to the full Board. Flay said that some newer Board members have actually never voted on any big items in the full Board meeting. A Strategic Planning session will be scheduled for the end of January or in the month of February. This planning session will be separate from a full Board meeting.**

### **Business Operations' Report**

**Tom Miller asked all committees to submit their policies and procedures to the Committee by November 1<sup>st</sup>. Tom reported that all meeting minutes will be updated on the website. Anna will email directions to accessing this information once these minutes are posted. Tom will conduct a teleconference within the next two to three weeks to discuss drafting a survey for Board members to access Board**

meeting structure, etc. Additionally, the Board is considering a “Train the Trainer” event in 2010 to include information about how to be an effective clinical supervisor. Worth agreed to spearhead this effort.

#### **Nominations and Elections Committee Report**

Worth said that three requests were received for the Winter School scholarship. Worth will contact the Committee members and come to a decision about who will receive this scholarship.

#### **Quality Assurance Committee Report**

Mark Crabtree reported in Al Greene’s absence. The Committee spent a majority of their time together last night evaluating individual applicants’ master’s degrees for qualification for the LCAS license. The Committee instructed Anna to add an additional question to Frequently Asked Questions page to address the clinical application piece of the LCAS credentialing standards.

#### **Standards Committee Report**

Michael Herring visited UNC-W to discuss their Social Work program. A hearing was scheduled last night with an applicant with a recent criminal record, but the gentleman did not show. Anna and Ann will work together to draft a letter to this applicant. Michael reported that letters to all Deemed Status organizations requesting a signed Letter of Attestation if they do, indeed, meet all credentialing standards quoted in § 90-113.41A of the Board’s Statute.

#### **Executive Director’s Report**

Anna Misenheimer reviewed a few items of interest from the Board’s Annual meeting. Anna mentioned that the full Board conference call scheduled for Wednesday, November 11<sup>th</sup> to discuss the rule revisions will be rescheduled as that day is Veterans Day. Anna will email the new meeting date and time in the near future.

Under new business, a facility has finally been located at which the Board can host its December training event. Tony Porrett was instrumental in securing three meeting rooms at Wake Tech’s Western Campus in Cary. As the Board is providing this training at no cost and due to the Board’s tax status, the school waived their fees for us. We can proceed with planning the agenda, inviting presenters and, eventually, registering attendees. The one limitation this December will be the number of trainees we can accommodate. The largest of the three conference rooms has a 120 person capacity. We’ll need to decide what specific group (LCAS’s vs CCS’s, etc) we want to market this event to.

### **Treasurer's Report**

**David Turpin said that the Board members failed to vote on the April, May, June and 2008-2009 fiscal year end reports at the Board's Annual meeting.**

**Motion: Approve the April, May, June and 2008-2009 FY financial reports.**

**Motion made by Lynn Inman/Seconded by Nora Noel.**

**Motion approved.**

**David then reviewed the 2007-2008 fiscal year audit. David called the Board's attention to page four. The Board's revenues have increased while expenses have decreased.**

**Motion—Approve the 2007-2008 audit findings.**

**Motion made by Tom Miller/Seconded by Lynn Inman.**

**The motion passed.**

**A CD was recently purchased and a money market account was opened in the Board's name.**

### **Deemed Status Reports**

**Joseph Adedokun (NAADAC) stated a task force was recently created to examine the establishment of one, unified substance abuse credentialing body. The Association is awaiting the study's findings.**

**Jessica Holton (NASW) reported that the NC Social Work Board just had its July retreat. The Fall conference is scheduled for November.**

**Adrian McCoy (ANCB) stated that this year's Annual conference will be held in Albuquerque, NM.**

**Cheryl Gentile (CRCC) had nothing to report.**

**Nora Noel (APA) said that an educational event is planned in October. APA recently featured computerized treatment for people with substance abuse addiction. Computerized treatment was found to be very effective when used in conjunction with traditional measures.**

### **Legislative Updates**

**Randolph discussed mental health reform. Mike Watson has been elevated from LME role to Secretary at the Department of Health and Human Services. It is still unclear what authority he will have. Randolph stated that the state's budgets are always a concern. Governor Purdue might announce more cuts by the end of this year.**

**Randolph thanked David for his time in dealing with the Board's audit.**

**He stated that House Bill 221 will impose new requirements on all state-regulated Boards. Some boards are not doing the job they have been assigned to do. Ann and Anna will work on the logistics of complying with this new legislation.**

**Before adjourning the meeting, Flay asked for a moment of silence in observance of the lives lost on September 11<sup>th</sup>.**

**Motion: Adjourn the Board meeting.**

**Motion made by Mark Crabtree/Seconded by Lynn Inman.**

**The meeting was adjourned.**