

**North Carolina Substance Abuse Professional Practice Board
8:30am, September 8th, 2017 Meeting Minutes
Durham, NC**

Members Present: Bert Wood, Laura Veach, Dottie Saxon Greene, Mark Crabtree, Mary Jane McGill, Dale Willetts, Starleen Scott Robbins, Carol Hoffman, Fran Gordon, Jane Peck, Smith Worth, Kate Gomes, Elizabeth Ramos, Richard Hicks, Jo Leblanc, Angie Banther, Flay Lee, David Turpin, Johnny Bass.

Absent: Brenda Smith Williams, Cheryl Gentile, Al Mooney

Staff: Barden Culbreth, Katie Gilmore, Randolph Cloud

Public: Emily Finch, Jim McDougale, Nelson Harris, Helen Wolstenholme

Call to Order: Wood called meeting to order.

Ethics Awareness and Conflict of Interest Statement: Christian read the statement and asked for potential conflicts.

Announcements: Gilmore announced that she was expecting a baby boy December 2017.

Gordon announced that she and Carol were planning a shower on behalf of the Board.

Turpin thanked the Board for the "Get Well" card he recently received.

Gilmore announced that Smith-Williams' brother had passed away, leading her to be absent, and a card was distributed for signatures.

Christian updated the Board on her husband's health.

Approval of the Agenda: The recognition of Christian's service was moved to later in the agenda.

Oath of Office: Wood administered the board member oath to Angie Banther.

Oath of Office: Wood administered the oaths of office to Vice President Veach and Treasurer Bass.

Approval of Previous Meeting Minutes: Gordon, Turpin, and Ramos asked that she be included as absent. Lee motioned to approve minutes. Gordon seconded and the minutes were approved.

Treasurer's Report: Bass presented the end of FY report for 16-17. Ramos asked about anomalies for the year. Lee motioned to approve the report. Turpin seconded and the report was approved unanimously.

Bass summarized the Finance Committee's interviews with six investment firms. Robert Baird and Company was selected, and Bass introduced Emily Finch from that firm to speak on the Board's new investment account.

Farewell and Recognition of Ann Christian, Board Counsel: Christian has been the board's attorney since 1994. Heartfelt thanks were given to her for her commitment to the growth of the Board, and she received a set of framed art pieces.

Recess: Board recessed at 9:10 to receive guests, enjoy cake and fellowship.

Board recognized Jim McDougle, Board investigator, and Helen Wolstenholme, former Ethics Chair in attendance for Ann's Farewell and Recognition.

Reconvene: The Board resumed normal business at 9:25.

Government and Policy Update: Cloud provided an update on the NC General Assembly and Governor's office. He updated the Board on HB615, an update to the Professional Practice Act.

Cloud reported Flo Stein's recent retirement.

Administrators Report: Culbreth described the upcoming Periodic Review of Administrative Rules process. Scott Robbins, Hoffman, and Wood spoke about their experience with Rule-Making. Culbreth presented the Rules ([21 NCAC 68](#)) for consideration by Board as the first step to the Periodic Review process.

Turpin motioned to categorize all Rules as "necessary with public comment." Peck seconded. Discussion followed and the motion passed unanimously.

Gilmore announced that she would not be attending the IC&RC meeting in Omaha.

Gilmore announced recent changes to the IC&RC Examination and office procedures.

Turpin announced that he was running for re-election for President of IC&RC.

Executive Committee Report: Veach provided the committee recommendation of Nelson Harris of Harris and Hilton, LLC for Board Counsel. She emphasized the Committee's intention to review the Board's needs of legal counsel. Lee asked if the Executive Committee would be reviewing the contract after 12 months. Discussion followed. Board voted unanimously to approve the Committee's recommendation.

Wood appointed Veach, Turpin, and Crabtree to a committee to evaluate the legal needs of the Board. Banther asked about performance deliverables to be included in any contract between counsel and the Board. Harris addressed the Board and thanked them for their confidence. Gordon volunteered to join the committee and was thereby appointed.

Standards Committee Report: Saxon Greene provided an update on cooperation between the Board and Criteria C schools. She presented the quarterly exam scores.

Ethics Committee Report: Crabtree thanked Christian for all her work with the committee. He provided an activity report for the quarter. Crabtree added Peck to the Self Report Committee.

Quality Assurance Committee Report: McGill presented recommendations from the committee including supervision best practices Task Force, development of LCAS application procedures for persons without a clinical internship, and review of test passage rates. Banther is the newest member.

Nominations and Elections Committee Report: Willetts reported that 1 application for the NCFADS Winter School scholarship was received. This scholarship was awarded to Lewis Carter.

Willets reported on Annual Training format discussion. The Committee is recommending discontinuing the training, and using those resources to support existing training, increasing scholarships, and providing free webinars. Discussion followed.

Wood reminded members of the recommendation on the floor.

The Committee recommendation to end the free Annual Training Event passed unanimously.

McGill asked that the Board office send out a Board Buzz letting the field know that there would not be an Annual Training Event.

Lee asked that these funds be allocated for board member travel to advertise the Board scholarships at existing conferences in the state.

Hicks reported that the Psychology Board used a process for new member recruitment that the Board could examine and emulate.

Old Business: None.

New Business: None.

Next meeting December 7th and 8th, Sheraton Imperial, Durham North, Carolina.

Adjourn

