

**North Carolina Substance Abuse Professional Practice Board  
December 8th, 2017  
Durham, NC**

**Members Present:** Bert Wood, Laura Veach, Carol Hoffman, Mark Crabtree, Dale Willetts, Starleen Scott Robbins, Jane Peck, Richard Hicks, Kate Gomes, Fran Gordon, Mary Jane McGill, Cheryl Gentile, Elizabeth Ramos, John Sanders, Joe Leblanc, Smith Worth, Flay Lee, Johnny Bass, David Turpin, Al Mooney, Geri Miller

**Members Absent:** Dottie Saxon Greene, Brenda Smith-Williams, Angie Banther

**Staff:** Barden Culbreth, Katie Gilmore, Marcie Blevins, Nelson Harris

**Call to Order and Welcome:** President Wood called the meeting to order at 8:40am.

**Ethics Awareness Statement:** Wood asked for conflicts or appearances of conflict from Board members pertaining to the stated business. Hearing no conflicts or appearances of conflicts, the meeting continued.

**General Announcements:** Wood recognized Geri Miller. Miller presented a recently published book by fellow Board member Dr. Laura Veach and passed it around for the Board's review during the meeting. Veach thanked the Board.

Wood presented agenda for approval. Hearing no additions or objections, the agenda was approved.

**Approval of the Minutes:** Wood noted a correction in the presented minutes which read that he "called the question." Wood stated this was outside of parliamentary procedure and recommended the phrase "restated the motion." Gentile motioned to approve with Wood's correction. Scott Robbins seconded, and the minutes were approved.

**Treasurer's Report:** Treasurer Bass presented the Treasurer's Report, including an update on the Board's recent Investments with Baird Company. The Board's investments grew approximately \$13,000 in the last quarter.

Gordon motioned to approve report. Gentile seconded, and the Treasurer's Report was approved.

**Government and Policy Update:** Executive Director Culbreth distributed report from Randolph Cloud who was not able to attend the meeting. Culbreth provided a brief overview of recent actions at the NC General Assembly.

**Administrators Report:** Associate Director Gilmore informed the Board that the Board's previous Executive Director Anna Misenheimer had approached Randolph Cloud and Associates and offered to serve as a contract management consultant while Associate Director Gilmore was

on maternity leave. Randolph Cloud and Associates welcomed the idea and hoped the Board would approve. Board member response was enthusiastic and members hoped Misenheimer would be able to attend the March 2018 meeting.

Gordon motioned to approve payment of Anna Misenheimer from the Consultant Line Item in the Board's budget. Turpin seconded, and the motioned passed.

Culbreth reported the Board office was developing new brochures for each credential. He also presented new NCSAPPB-branded materials being developed for workshops and conferences.

Gilmore reported on changes at IC&RC, including changes to the CCJP exam and the elimination of the Spanish language CSAC (ADC) exam.

Lee reported that Turpin was re-elected as president of IC&RC.

Gilmore thanked the Board for the baby shower they threw on Thursday night.

Miller asked the delegates to IC&RC if the organization could re-evaluate its position on examinations in languages other than English.

**Periodic Review of Rules:** Secretary Hoffman presented the public comments and summary of proposed changes to our Administrative Rules. Culbreth spoke to the procedures of the Periodic Review Rules process. Miller asked about opportunity to public comment on Rule Changes, and expressed reservations about potential fee increases that could come in amendments to Rules.

Ramos and Peck asked questions about future steps. Scott Robbins clarified some mischaracterizations represented in the Public Comments that did not relate to Rules.

Willetts motioned to accept the Public Comments as read and to keep all the Board's Administrative Rules as "Necessary with Public Comment". McGill seconded, and the motion carried.

**Appointment of Officers Nomination and Election Committee:** Wood described the procedures for nominating and electing officers. Wood asked that Turpin again serve as Chair of the Officer's Nominations and Election Committee. Turpin accepted and would begin meeting with the chairs of the committees.

Executive Director Culbreth left the meeting to take a phone call from Rules Review Commission. When he returned, Culbreth reported that the RRC did not post the public comments on the website, and would be opening another comment period until February 2018.

The Board would review the public comments for Rules again in March 2018.

**Executive Committee:** No Report.

**Standards Committee:** Vice President Veach presented an application for Criteria C for approval, the Addiction Research & Clinical Health M.S. Program at Wake Forest. The Committee approved the school on a preliminary trial period of 1 year.

Scott Robbins asked the Board office to prepare information on Criteria C schools' graduation rate and LCAS exam passage rate.

**Ethics Committee:** Ethics Chair Crabtree thanked the Board members for their help holding informal panels to resolve Ethics Cases. The Committee has closed more cases in the quarter than they have opened. Board Legal Counsel Harris was recognized and he addressed common issues found in cases. Harris recommended the Board hold or support training on social media and dual relationships.

Gentile asked the Board office and Board members to consider moving the Board's name away from including "Substance Abuse" in its title. She reported being approached by several professionals and supervisees about this concern.

**Quality Assurance Committee:** QA Chair McGill reported that committee was working on curricula development in community colleges and supervision best practices. Hoffman is researching a national addictions certification for the Board's credentials. Sanders has been asked to research avenues to licensure for persons without clinical internships in their Master's Degrees. Culbreth reported this requirement was in the Board's statute. McGill spoke to a new survey that will be distributed to licensees that will guide their Supervision Task Force.

**Nominations and Elections Committee:** N&E Chair Willetts reported that Cindy Hoyle was awarded the McLeod Institute Scholarship. Willetts reported on the upcoming 2018 election season and ask the Board to help recruit candidates. Willetts reported that an RFP would be sent out shortly for presenters for Board sponsored webinars.

McGill reported that she had received complaints from professionals about the Board discontinuing its annual training Event.

Worth reported that a request had been received at the Division of MH/DD/SAS from the Legislature for data and recommendations to reduce scarcity and regional disparities in MH and SUD providers. She reported that she would send to all Board members and asked for a response by close of business Monday.

Discussion followed. Several members agreed to meet after the adjournment to help the Division of MH/DD/SAS respond to this request.

**Old Business:** None

**New business:** None

**Adjourn:** Turpin motioned to adjourn, and the meeting ended.