

## MINUTES

### NORTH CAROLINA SUBSTANCE ABUSE PROFESSIONAL CERTIFICATION BOARD

FRIDAY, MARCH 12, 2004

**Attendance:** Bart Grimes, Deborah Bryan, Michael Furey, Michael Ross, Joe Jordan, Geri Miller, Connie Mele, Carol-Ann Tucker, Helen Wolstenholme, Leslie McCrory, Michael Herring, Wilmina Rosario, Danny Graves, Tim Hall, JoAnn Hummers, David Abernethy, Kim Byng (Thursday only), Tony Porrett, Ann Christian, Jim Scarborough

**Absent:** David Turpin, Al Greene, Glenn Rohrer, Carolyn Marlowe, John Nutt, Dewayne Book, Worth Bolton, Janice Petersen

The meeting was called to order by Bart Grimes, president. After welcoming the Board members, he asked for a motion on the minutes from the December 2003 meeting. Deborah moved and Tim seconded a motion to approve the minutes as written. The motion passed unanimously.

Ann Christian then read the Ethic Awareness and Conflict of Interest Statement. No one noted any conflicts of interest.

Next was the President's Report. He said there are several pressing issues for today that would come before the board today. He did note that, yesterday, the Legislative Oversight Committee on DWI Offenders is recommending that all persons who perform DWI Assessments must be certified by this Board and that the fee for an individual assessment be raised to \$100.00. There will be a phasing in period for persons who are not certified to get certified.

Bart called attention to the article in the most recent issue of *Counselor* magazine on the need for Prevention Certification written by Jim Scarborough and Angie Wainwright of the IC&RC/AODA office.

Bart then turned the floor over to Tim Hall and Ann Christian to discuss the changes made in the draft of the proposed legislation on licensure. If the Board votes to approve today, the draft along with a cover letter will be sent out to the Deemed Status organizations and other interested parties/groups for their comments and recommendations.

#### Discussion items:

1. Comments about the need to expand the base of clinical supervisors. Tim moved and Michael Furey seconded a motion that 6A on page two should

include “and is supervised by a CCAS” at the end of the sentence. The motion passed 10-3.

2. Scope of Practice (page two).
3. Attorney’s fees (page six) will be struck.
4. Helen raised the issue of “impairment” and what that means. “A suspension resulting from relapse shall be imposed for at least six months beginning from the date of release from a residential substance abuse treatment program or other appropriate treatment determined as a result of an assessment by a Board-approved assessor” is the language Ann drafted for consideration. After discussion, Carol-Ann moved adoption of the language with a second by Michael Furey. The motion passed unanimously.
5. Jim and Ann will work on the wording for Criteria A on page 11 regarding how 180 hours of training may be obtained.
6. Helen explained the ethics changes on page 17 and 18.
7. Carol-Ann asked for a definition of “moral turpitude.”

With the discussion completed, Tim moved and Danny Graves seconded approval of the draft as presented and amended today. The motion passed unanimously.

Geri thanked Ann for her hard work in translating the language from therapeutic into legal. Bart thanked the entire committee for its hard work in getting this done.

Tim did note that the Business Operations Committee is looking at the composition of the Board and a recommendation may come back to the Board later.

JoAnn then gave a report from the Criminal Justice Task Force. There was much discussion about the need for adding this credential and what/who it encompasses. After much discussion, Michael moved that the Board move forward at the earliest possible time on adding the Criminal Justice Addiction Professional credential to the Board’s statute. Wilmina and JoAnn seconded the motion. The motion passed unanimously.

## **BREAK**

Bart asked that all of the board remember Al Greene, who is having surgery today for glaucoma.

Bart then said he would like to reconstitute the Criminal Justice Task Force in light of the vote passed before the Board broke for lunch. Danny, Michael Furey, and Michael Herring agreed to work with JoAnn (as chair) on this work. The group will meet at Bart’s office on Thursday, March 25, 2004 from 11:00 a.m. until 3:00 p.m.

**Jim then gave the Executive Director's report.**

**There were no reports from the Deemed Status organizations.**

**Michael Furey then gave the Executive Committee report. The one item from that Committee is that a motion made in Executive is that the Board will move back to Wilmington for the Annual Meeting in conjunction with the Summer School.**

**Michael Ross gave the report from Business Operations in the absence of David Turpin. Open Forums need to be held at the various larger alcohol and drug schools across the state to discuss licensure. Geri asked for an outline of bullets for discussion.**

**Ann informed the Board that the Attorney General's office has requested a letter from the Board, if the Board so desires, that a bill be sent to the legislature requesting the criminal background checks for all licensing boards that want it.**

**Michael Ross moved and Michael Furey seconded including language in the Criminal Justice bill this summer to add the DOT SAP exam. The motion passed unanimously.**

**Ann asked that the issue regarding attorney fees be included in the bill this summer too. Michael Furey moved and Tim seconded that. It passed unanimously.**

**Connie gave the Treasurer's Report.**

**Helen then gave the Ethics Committee report.**

**Danny Graves gave the Nominating and Elections Committee report. Deborah Bryan has agreed to complete Wilmina's unexpired term as Secretary and David Turpin will complete Connie Mele's unexpired term as Treasurer.**

**JoAnn gave the QA Committee report. They had two issues. One is from an applicant whose supervisor died. A letter will be sent asking for specific items. The other is from a counselor who has relapsed and is seeking information on his renewal. Jim will write a letter to the counselor requesting specific information on this.**

**Geri gave the report for the Standards Committee in the absence of Janice.**

**Tony Porrett gave the CPM Subcommittee report. There were 9 CSAC's who passed and 5 failed; for the CCAS, there were 10 that passed and 3 that failed. Tony said that he is looking at ways to inform the evaluators about the results after each round of orals. Michael Ross moved and Michael Herring seconded a motion**

**to approve certification for those who passed the exam yesterday. The motion passed unanimously.**

**Bart thanked the Board members for their hard work today through several difficult issues. The next Board meeting is set for June 10-11, 2004.**

**Connie reminded Bart about getting the Peer Assistance Program up and running. Dewayne Book and Joe Jordan had already volunteered. Connie and Leslie McCrory will also be part of that Task Force.**

**Wilmina, Leslie and Geri will attend the Women's Conference on behalf of the Board.**

**Carol-Ann moved adjournment. Danny Graves seconded the motion. It passed unanimously.**

**Respectfully submitted,**

A handwritten signature in black ink, appearing to read "Jim Scarborough", written over a horizontal line.

**Jim Scarborough, M.Div.  
Executive Director**

## **MINUTES**

### **NORTH CAROLINA SUBSTANCE ABUSE PROFESSIONAL CERTIFICATION BOARD**

**FRIDAY, JUNE 11, 2004**

**Attendance:** Bart Grimes, president, Al Greene, Michael Herring, Connie Mele, Glenn Rohrer, Geri Miller, JoAnn Hummers, Michael Furey, David Turpin, Danny Graves, Carolyn Marlowe, Janice Petersen, Michael Ross, Helen Wolstenholme, Deborah Bryan, Kim Byng, Joe Jordan, David Abernethy, Carol-Ann Tucker, Dewayne Book, Tim Hall (Thursday only), Flay Lee, Tony Porrett, Ann Christian, Jim Scarborough

**Absent:** Wilmina Rosario, Leslie McCrory, John Nutt, Worth Bolton

The meeting was called to order by Bart Grimes, president. After welcoming the members, he asked for approval of the minutes from the March 2004 meeting. Michael Ross moved and Michael Furey seconded the motion. There was one correction on the last full page. Jim made the correction. With no other changes, the motion as amended passed unanimously.

Ann Christian then read the Ethic Awareness and Conflict of Interest Statement. No one noted any conflicts of interest.

The first issue that Bart raised was not on the agenda. He said that Joe Jordan and Dewayne Book will be the start of the Committee to develop the Peer Assistance Program. Carolyn Marlowe and Connie Mele agreed to serve after the expiration of their terms. Al Greene agreed to assist as did JoAnn Hummers. Joe Jordan also noted someone he knows who is willing to serve. Ann Christian and Jim Scarborough will serve as staff. Joe Jordan will be the chair of this committee.

He also announced that another committee was formed this morning in the Executive Committee to look at several policies and procedures so that each committee has a guideline to follow. That committee will be composed of David Turpin, Bart Grimes, Helen Wolstenholme, Flay Lee and Janice Petersen.

Bart also announced that, with John Nutt rotating off the board in August, we need a new liaison to DMV. That person must be a board member. It would be of help if the person lives in or near Raleigh.

Bart distributed the Correspondence for everyone to read. He also thanked everyone who participated in the CPM Evaluations yesterday.

Bart announced that the ballots were counted last night for new board members. Danny Graves, chair of the committee, gave the results:

**South Central: Tim Hall**  
**East: Lidia Bly-Herman**  
**Iris Shafer**  
**At-Large: Flay Lee**

**1,344 ballots were mailed. 186 were returned. Since there was only one contested race, that probably contributed to the low return.**

**The next agenda item is the budget. Bart thanked Jim for his hard work on the budget. Jim did report that the state contract for FY 2004-2005 has been approved.**

**Bart then asked if anyone had comments about the budget. Al moved and Danny seconded approval of the budget. The motion passed unanimously.**

**David Turpin then gave his “I remember when” story.**

**Jim gave the report from the Ad Hoc Committee on Licensure. The draft language is out to the Deemed Status and affiliated organizations for comment.**

**Next was the report on the Criminal Justice Task Force to report on possible legislation for that credential. Ann commented that the process is always more difficult in the Short Session. Jim will draft a letter for JoAnn’s signature to the Task Force members.**

**Flay, David Turpin and Jim gave the IC&RC report from the Spring Meeting in Scottsdale, Arizona.**

**The Annual Board meeting will be held in Wilmington at the Summer School. The board will stay at the Wilmington Hilton. Dinner for the banquet on the 3<sup>rd</sup> will be announced later. Jim will get an email out about the times and locations for everything. Jim will check out The Pilot House in Wilmington and The Bridge Tender in Wrightsville Beach.**

**Jim reminded the board that the DMV Evaluator Training Class will be held tomorrow at the Ramada Inn in Burlington. Approximately 100 people are expected.**

**A Moment of Silence was observed in memory of former President Reagan.**

**Carol-Ann reminded the Board that we had not meant since Art Jones and Tony Mulvihill died.**

**LUNCH**

After lunch, Jim gave a short Executive Director's report.

Janice Petersen gave the Standards Committee report. Geri Miller has developed an outline for standards for reviewing college or university curriculum. The committee will also be working on the re-evaluation criteria of the university programs already in place.

Tony Porrett then gave the CPM report. 29 applicants were tested (1 no-show). For the CSAC, 13 passed and 5 failed; of the CCAS, 7 passed and 4 failed. The motion from Standards Committee is to approve the applicants that passed for certification. The motion passed unanimously.

We then returned to the Deemed Status organizations. There were no reports from any of these organizations.

Michael then gave the Executive Committee report. Michael will be sending a memo in the next few weeks to all the Committee Chairs. This will be as a follow up to some of the issues that have been raised at this meeting and is in an attempt to help with consistency and follow through.

Bart said that the new committee to look at rules and other legal issues will be July 12<sup>th</sup> at the Board office. The meeting will be at 1:00 p.m.

JoAnn gave the QA Committee report. Three extensions were approved based upon medical conditions. One of the requests for approval of renewal is from a counselor who has relapsed. The recommendation is for:

1. assessment by a CCAS or an ASAM physician submitted by the counselor and approved by the board;
2. monthly random urinalysis at his expense;
3. probation for this renewal cycle;
4. supervision by a CCS approved by the board.

Jim and Ann will consult about this and one other case. The other case is one where a person has a criminal background from another state and it appears as though there is permanent probation for this candidate which disqualifies him from certification with this board since we have waiting periods for certification after completion of a sentence. The actual judgment in this case is needed to determine what the term of the actual sentence is, among other things.

David Abernethy suggested we look to the Legal Action Center website for information on this.

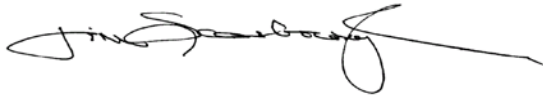
David Turpin indicated that there was no report as the budget for FY 2004-2005 has already been approved.

**Helen reported there are six open cases at this time. Two are the cases under appeal to the NC Court of Appeals.**

**David Abernethy reported on a new book by David Powell. Al Greene reported on the recent Addictions Institute at ASU.**

**With no further business, Al moved and Michael Furey seconded a motion to adjourn. The motion passed unanimously.**

**Respectfully submitted,**

A handwritten signature in black ink, appearing to read "Jim Scarborough", written over a vertical line.

**Jim Scarborough, M.Div.  
Executive Director**



## **MINUTES**

### **NORTH CAROLINA SUBSTANCE ABUSE PROFESSIONAL CERTIFICATION BOARD**

**WEDNESDAY, AUGUST 4, 2004**

**Attendance:** Bart Grimes, president, Michael Ross, Joe Jordan, Leslie McCrory, Tim Hall, Dewayne Book, Helen Wolstenholme, Connie Mele, David Turpin, Michael Herring, Glenn Rohrer, Danny Graves, Deborah Bryan, Wilmina Rosario, Carolyn Marlowe, Michael Furey, Carol-Ann Tucker, David Abernethy, Janice Petersen, Geri Miller (Tuesday only), Al Greene (Thursday only), Worth Bolton (Thursday only), JoAnn Hummers (Thursday only), Flay Lee, Jim Scarborough, Ann Christian, Flo Stein, Mary Powell, Paula Horvatich

**Absent:** John Nutt, Kim Byng

The meeting was called to order by Bart Grimes, president. After welcoming the members to the Annual Board Meeting, he read the Ethic Awareness and Conflict of Interest Statement. No one noted any conflicts of interest.

Michael Furey moved and Michael Ross seconded acceptance of the minutes from the June 10-11, 2004 board meeting as written. The motion passed unanimously.

Bart then welcomed our guests, Dr. Paula Horvatich of the Medical College of Virginia and the Mid Atlantic ATTC, Ms. Flo Stein, chief of Community Policy Development at the NC Division of MH/DD/SAS and Ms. Mary Powell of the NC Governor's Institute. Each visitor thanked the Board for the opportunity to be present today. Paula is director of the Workforce Development Project for SAMHSA. Paula gave a bit of history about the ATTC history, its current projects and funding and possible future endeavors. All the Board members introduced him/herself.

Tim Hall then gave a brief report from the Ad Hoc Committee on Licensure. The Board has received responses to the proposed legislation from the North Carolina Psychological Association and from the Addiction Professionals of North Carolina. Tim will be in contact with Jim to schedule another meeting of the Ad Hoc Committee to look at the responses and recommend changes to the draft before the September board meeting so that any changes can be finalized at that time and the draft language will be ready to go. All written correspondence will be answered by the Board addressing the issues raised in the correspondence. The Board is a bit ahead of the timeline it had set for moving forward with this initiative.

Danny Graves reported that APNC has requested a liaison from this Board to the APNC Board meetings. Tim will contact the APNC representative to this

**Board and, after the next meeting of the Ad Hoc Committee, will have a name to put forward.**

**Jim spent a few minutes discussing the meeting space. It was the consensus of the Board to look for new space for 2005. He, Bart and David Turpin will come to the September board meeting with recommendations.**

**The next IC&RC Regional Meeting is September 18, 2004 in Atlanta. The next IC&RC Annual Meeting will be the last week of October in San Diego. Jim spent a few minutes talking about possible changes in grandparenting at the IC&RC level. Flo spoke to the issue of whether or not to run the Criminal Justice bill at the same time as the licensure bill. Michael Furey suggested that Jim investigate our legislative resources to determine if it is wise to move forward with both at the same time. This will be completed and a report will be made at the September meeting.**

**Jim had already given his Executive Director's Report.**

**On the Deemed Status Organizations' reports, Joe Jordan said that he had contacted the NBCC to make sure they received the draft of the proposed legislation. Michael Ross and Connie Mele both stated they will miss this Board as this is their last meeting.**

**Janice Petersen also reported that four of our six Deemed Status organizations have responded to the correspondence that they still maintain the standards.**

**Joe Jordan gave a brief report from the Peer Assistance Task Force. Bart will write a letter to APNC and ask them to work with us on this project. A mission statement will be drafted. The Task Force will have another conference call in a few weeks. Helen Wolstenholme and Leslie McCrory will join the Task Force.**

**There was no report from the Executive Committee. Michael did have a request. The NC Probation and Parole Association will have its conference in October in Raleigh. The Board has been invited to send someone to teach a seminar on confidentiality and treatment. Michael will work with Helen Wolstenholme on this.**

**David Turpin said that two of the topics he has have already been discussed. Jim also announced that all materials have gone to the accountant for the annual audit.**

**Connie gave the Treasurer's Report.**

**Helen gave the Ethics Committee report. The Committee is up to date on all its cases.**

**Danny gave a short Nominating and Elections Committee report.**

**There was no report from QA since JoAnn Hummers is not present today.**

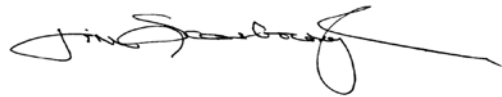
**Janice had a short report from the Standards Committee. They are looking at the standards for college curricula.**

**Jim announced that CPM Evaluator Training for new evaluators was held in July and that 27 new evaluators were added to our roles.**

**Janice announced that the APNC Fall Meeting will be in September this year rather than October. It will be the week after our September Board Meeting. The Southeastern School in Athens, Georgia will be October 10-15, 2004.**

**With no further business, the meeting was adjourned.**

**Respectfully submitted,**

A handwritten signature in black ink, appearing to read "Jim Scarborough", written over a horizontal line.

**Jim Scarborough, M.Div.  
Executive Director**

**MINUTES**

**NORTH CAROLINA SUBSTANCE ABUSE PROFESSIONAL CERTIFICATION BOARD**

**CONFERENCE CALL**

**FRIDAY, OCTOBER 8, 2004**

**Attendance:** Bart Grimes, president, Danny Graves, Michael Furey, Dewayne Book, Iris Shafer, Michael Herring, Lidia Bly-Herman, Nora Noel, Helen Wolstenholme, Kim Byng, Adrian McCoy, Deborah Bryan, JoAnn Hummers, Tim Hall, Geri Miller, Flay Lee, Leslie McCrory, David Abernethy, Janice Petersen, Carol-Ann Tucker, Ann Christian, Jim Scarborough

The meeting was called to order by Bart Grimes, president. The purpose of the conference call was to discuss the final changes to the draft of the proposed legislation. After welcoming the members, he turned the floor over to Ann Christian. Ann then went through the bill.

Geri Miller had to leave at 1:47 p.m. and she left her proxy to the President if necessary. She indicated she had no issues with the bill. Several changes and modifications were made during the review of the draft.

Deborah had to leave at 2:30 p.m. but said she approves of the bill and any changes we may have to make.

After much discussion and a number of changes, Michael Furey moved and Michael Herring seconded a motion to allow Tim Hall, Ann Christian and Jim Scarborough to make a few technical changes. The motion passed unanimously with Tim abstaining.

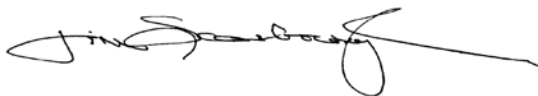
Then Michael Furey moved and David Abernethy seconded a motion to accept the language with the changes made today. The motion passed unanimously.

Bart thanked Tim Hall and the Ad Hoc Committee on Licensure, JoAnn Hummers and the Task Force on Criminal Justice Addictions Credentialing as well as the full board for all the hard work in finalizing this bill.

The bill will be sent back out to the Deemed Status and affiliated groups for their review. This will not be for any other changes.

Bart then announced that Michael Herring has agreed to be the new Standards Committee chair, replacing Janice Petersen who asked to step down as Chair. Bart thanked Janice for her years of service as chair of that committee.

Respectfully submitted,



**Jim Scarborough, M.Div.  
Executive Director**

## **MINUTES**

### **NORTH CAROLINA SUBSTANCE ABUSE PROFESSIONAL CERTIFICATION BOARD**

**FRIDAY, DECEMBER 10, 2004**

**Attendance:** Bart Grimes, president, Michael Furey, Michael Herring, Helen Wolstenholme, Kim Anthony-Byng, Tim Hall, Iris Shafer, Lidia Bly-Herman, Danny Graves, David Turpin, Glenn Rohrer, Janice Petersen, JoAnn Hummers, Nora Noel, Dewayne Book, Al Greene, Flay Lee, Geri Miller, David Abernethy (Thursday only), Tony Porrett, Ann Christian, Jim Scarborough

**Absent:** Joe Jordan, Deborah Bryan, Carol-Ann Tucker, Adrian McCoy, Worth Bolton, Leslie McCrory

The meeting was called to order by Bart Grimes, President. After welcoming the members, Bart introduced new Board member Nora Noel, who is attending her first meeting. She was appointed to represent the American Psychological Association ATOD credential. Ann Christian performed the Oath of Office. All the members introduced themselves to her.

The next item of business was the approval of the minutes from the September 9-10, 2004 Board Meeting. Michael Furey moved and Danny Graves seconded a motion to accept the minutes as written. The motion passed unanimously.

Ann Christian then read the Ethic Awareness and Conflict of Interest Statement. No one noted any conflicts of interest.

Jim distributed the correspondence. Bart read a thank you card from Flo Stein for the flowers that the Board sent when her mother died last month.

Bart said he had no lengthy report and most would be incorporated in other reports.

Tim Hall then gave a report from the Ad Hoc Committee on Licensure. The draft of the changes to the statute have been sent out to the Deemed Status Organizations. Tim thanked the Ad Hoc Committee for its hard work over the past year in preparing the draft. The Board gave Tim a round of applause for his effort leading the Ad Hoc Committee.

Al Greene then gave a report from the Peer Assistance Task Force. That Task Force is chaired by Joe Jordan but he was unable to attend the meeting due to the birth of his child within the past week. Bart reported that he attended the Professional Consortium of Recovery Programs, held at the NC State Bar last week.

Some groups are contracting now with the NC Physicians Health Program to implement a Peer Assistance Program for their boards. This might be one avenue our Board could consider. Michael Herring asked if this would be limited to just chemical impairment. It was the sense of the Board that it would not be limited to just substance abuse.

David Turpin, Bart Grimes, Flay Lee and Jim Scarborough reported on the recent IC&RC Regional and Fall Meetings. The biggest part of the presentation was on the new Society of Credentialed Addiction Professionals. Our Board is the first Corporate (Founding) Member.

Jim announced to the Board that the IC&RC overwhelmingly passed a motion to end grandparenting for all its credentials as of January 1, 2006. Flay noted that Jim, as President of IC&RC, has appointed him to lead a task force to look at language used in IC&RC publications and to even consider a recommendation to look at whether or not the IC&RC might wish to have a name change.

Jim gave the report from NOCA. The meeting was held the week before Thanksgiving in Miami. Joe Jordan attended on behalf of the Board and Jim represented the IC&RC.

From the Deemed Status Organizations, there were no reports. Bart did say he heard from Michael Ross last week who extended his best holiday wishes to the Board.

Michael Furey then gave the Executive Committee report. The first part of his report was on the request from the Standards Committee on having language incorporated into the draft of the licensure bill currently ready to move forward. Michael Herring spoke to the issue and Ann Christian noted for the board the language already included in the statute as it is currently written.

After much discussion, it was the motion for the Board to approve School Substance Abuse Curricula and Fees as part of the upcoming licensure bill. The motion was unanimously defeated. However, the Ad Hoc Committee will continue to look at this and come back with a plan for this effort that will not be part of the upcoming licensure bill.

The Ad Hoc Committee is composed of Glenn Rohrer, Worth Bolton, Geri Miller, Nora Noel, Flay Lee and Michael Furey. The hope is to have the final recommendation within a year. Jim will look and see if other SA certification boards around the country review and accredit programs.

There was additional discussion about the criminal justice credential and who will qualify under the draft language to obtain that credential.

The final piece of business from the Executive Committee was to send forward to the board the proposed board calendar for 2005 with a recommendation to approve. The Board voted unanimously to adopt the calendar as presented in the agenda. This does include a change in the meeting week in September from the second week to the third week.

From the Business Operations Committee, there was a motion to accept the financial statement. The motion passed unanimously.

Helen gave a brief Ethics Committee report.

Danny gave the Nominating and Elections Committee report. The Committee approved Sam Butler to receive the Board Scholarship to the 2005 Winter School.

Michael Furey gave the QA Committee Report as JoAnn Hummers was unable to attend yesterday. There were five letters from people requesting extensions. Four were approved and one will be asked to provide additional information.

Michael Herring had a few other items for the board. One was a request to have posted on the website the list of Certified Clinical Supervisors and Clinical Supervisor Interns. Those professionals will be asked to contact the board and inform the board whether or not they wish to be posted on the website as potential independent supervisors.

Tony Porrett gave the CPM Subcommittee Report. 43 persons were retrained on Wednesday. Dennis Barbour, Executive Director of the IC&RC, was the guest speaker.

On Thursday, 26 people sat for their oral. For CSAC, 7 passed and 6 failed. For CCAS, 10 passed and 3 failed. There were 2 no-shows.

There are now 126 CPM Evaluators.

Bart thanked everyone for their hard work in making the CPM process go so smoothly.

The motion from the Standards Committee is to certify those persons who passed the CPM yesterday. The motion passed unanimously.

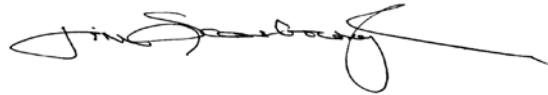
Janice asked how many persons are taking the written test on Saturday. Jim gave the report of how many exams were ordered.

**Jim reported that IC&RC Executive Director Dennis Barbour is leaving today to go to Budapest to talk to the Hungarian Police about Criminal Justice Certification.**

**Flay said he would like to see a one day event held to bring together as many certified professionals as possible to talk about who the board is. Al said that if this were to be a training event, he would be happy to volunteer to assist.**

**With no further business, Tim moved and JoAnn seconded a motion to adjourn. The motion passed unanimously.**

**Respectfully submitted,**

A handwritten signature in black ink, appearing to read "Jim Scarborough", written over a horizontal line.

**Jim Scarborough, M.Div.  
Executive Director**