

MINUTES

NORTH CAROLINA SUBSTANCE ABUSE PROFESSIONAL PRACTICE BOARD

FRIDAY, MARCH 9, 2007

Attendance: Carol-Ann Tucker, President, Flay Lee, Tim Hall, Joe Fortin, Dewayne Book, Lidia Bly-Herman, Mark Crabtree, Iris Shafer, Cheryl Gentile, Danny Graves, Deborah Bryan, Tony Porrett, Worth Bolton, Bert Bennett, Clyde Ebron, Nora Noel, Kevin Connolley, Randy Thornton, David Turpin, Kim Anthony-Byng, Helen Wolstenholme (Thursday and Executive Committee meeting only, Michael Herring (Thursday only).

Absent: Richard Henderson, Tommy Smith, Al Greene, Adrian McCoy.

Staff: Randolph Cloud, Ann Christian, Paola Ribadeneira, Anna Misenheimer.

Guests: Michael Furey, Wrenn Rivenbark, Jane Albers.

The meeting was called to order by Carol-Ann Tucker, President. Carol-Ann welcomed the Board members and recognized Mark Crabtree as a newly appointed Board member to serve Margaret Grave's unexpired term. Carol-Ann also welcomed the staff and guests to the meeting. Carol-Ann said that she had corresponded with Jim Scarborough and he is doing well in Washington, D.C.

Ann Christian then welcomed Mark Crabtree to the Board and administered oath to Mark. Once Mark was sworn in, the Board applauded and officially welcomed Mark to the Board.

The next order of business was approval of the December Board meeting minutes. Tim Hall made a motion to approve the December 8th minutes as prepared by Jim Scarborough and Danny seconded the motion. The motion passed unanimously.

Then, Ann Christian, Board attorney, read the Ethics Awareness and Conflict of Interest Statement. No Board member indicated any conflict of interest with matters to come before the Board today.

Carol-Ann asked the Board to pay particular interest to the bylaws that have been distributed. Carol-Ann thanked Deborah Bryan for allowing the Board to use her office to host Jim Scarborough's going-away party. The Board did give Jim a going-away present which was a black box with which Jim could carry his valued possessions to Washington, D.C. with him.

Carol-Ann stated that Anna Misenheimer has taken on Jim's role as Executive Director and that business is continuing as usual. Carol-Ann stated that three members of

the Executive Committee had a face-to-face meeting with Randolph Cloud in February to discuss the future of the administrative office. The Executive Committee also conducted two conference calls in February, in which Anna participated. Carol-Ann confirmed that the office's operations are proceeding as normal.

Anna Misenheimer then briefly introduced herself to the Board. Anna stated that the office has been working hard to make the transition seamless.

Randolph told the Board that he appreciates the opportunity to work with the Board, and he appreciates the support that he has gotten from the Board members during this transition period. Randolph stated that new staff, Barden Culbreth, has been hired and has been working in the administrative office for two weeks. Randolph extended his thanks to Ann Christian as well for her assistance during this period of flux.

Carol-Ann stated that Randolph does more than run a business; he is familiar with the legislative process and keeps the Board posted on what is happening in the legislature. Randolph then introduced a draft of a bill that is a product of the Joint Legislative Oversight Committee on Mental Health, Developmental Disabilities and Substance Abuse Services. Randolph stated that this bill would give Local Management Entities (LMEs) more discretion in the provision of substance abuse services in the state. The way in which services are provided and funded in the state could be drastically changed by June or July of this year. Randolph stated that this legislation creates a tension between the NC General Assembly and the Division of MH/DD/SAS as the Division's role in overseeing the delivery of substance abuse services could be diminished. This legislation would also empower the Area Health Education Centers. Randolph stated that this bill should be watched closely and Randolph encouraged the Board to get involved in the discussion and play an active role in this debate. Randolph said that Anna will keep the Board members posted on the progress of the draft of this bill.

After more discussion of this draft legislation between Randolph and Board members, Randolph stated that he has another piece of legislation to share. Senate Bill 387 would establish the Ayden Collard Festival as the official collard festival of North Carolina. Randolph jokingly asked the Board to consider this legislation and recommended that Carol-Ann be crowned the first collard festival queen. Carol-Ann thanked Randolph for his legislative update.

Anna then gave a brief Executive Director's report. Anna stated that she submitted the contract to Jo Yarborough this week and will work with her to get the contract approved. Anna said that she has also gotten Carol-Ann and David Turpin's signatures for the new signature cards for the Board's checking account and CDs at RBC Centura.

Tony Porrett, Chair of the CPM Committee, gave a report on yesterday's oral exams. Tony told the Board that Jim Scarborough had instructed him and Anna on how to develop the schedule for the oral exams. Tony said that when he arrived to the hotel

on Thursday, Anna had the paperwork, tape recorders and timers organized for the oral exams. Tony stated that 24 counselors tested yesterday: 1 did not complete the test, 11 of the 12 CSAC applicants passed and 7 of the 11 LCAS applicants passed the CPM. Tony said that the testing went well and he thanked Danny Graves for his help. Tony said that Amy Shroyer, a proctor coordinator, did not show yesterday, resulting in Donald Little having to coordinate with the proctors. It was the first time that Donald functioned in this role. Tony and Anna are going to discuss setting a meeting time on the next date of the oral exam prior to the testing to ensure that all the proctors and coordinators have a clear understanding of their roles during the exam.

Carol-Ann stated that the next topic of discussion was the Advisory Council. Carol-Ann said that the Board expressed the desire to create a group or committee to utilize the Board members' expertise and knowledge, expressly for retaining this knowledge once Board members rotate off of the Board. Carol-Ann stated that Jane Albers and Michael Furey distributed a survey in December for the use in the formation of the Council and that Jane and Michael's work in establishing this Council has been extensive. The Executive Committee reviewed the proposed Mission Statement and goals of the Advisory Council at this morning's meeting, and Carol-Ann believes there were some items included in the proposal which should not be the task of this Council, such as developing the Strategic Plan. A motion came out of the Executive Committee to engage an Executive Committee Board member to become a part of this working group. The Executive Committee made a motion that Deborah Bryan serve as the Board liaison to help get this Council off the ground. Deborah Bryan stated that we should first look at our bylaws before proceeding with developing the Advisory Council. Carol-Ann believes that the Advisory Council should include some present Board members so that communication that is disseminated to the community is accurate and up-to-date. Jane Albers and Michael Furey then briefly spoke on behalf of their proposal and the Board applauded their efforts.

The next agenda item was Bylaw revision. David Turpin said that Tommy Smith is the Chair of the Business Operations Committee and he was unable to attend the Board meeting as he accepted a new job. David Turpin stated that a report on the revision will be coming before the Board at the Board's next meeting. Ann Christian said that the Advisory Committee should consult with the Business Operations Committee before they start their work.

Carol-Ann then asked for a report from each Deemed Status organization. Kim Anthony-Byng stated that Sharon Freeman is the new President of NAADAC.

Worth Bolton, representing the National Association of Social Workers, said that Kathy Boyd would be contacting Anna shortly to discuss NASW's recommendation for the Board appointment. Worth said that he discussed the Board's appointment with Kathy Boyd, and NASW will be recommending Jessica Holtman for this position. Worth stated that there is some resentment from LCSWs towards LCASs due to billing issues.

Joe Fortin stated that he has nothing to report on behalf of the National Board of Certified Counselors.

Cheryl Gentile did not have a report from the Commission on Rehabilitation Counselor Certification.

Nora Noel did not have a report to share with the Board on behalf of the American Psychological Association.

Flay Lee then gave the Executive Committee report. Flay said that the Committee has met three times since the last Board meeting via conference call. Flay said that the Committee chairs can contact Anna if they would like to schedule a conference call in between the Board meetings. The next Executive Committee conference call is scheduled for April 4th at 11:00 am.

Flay said that the next IC&RC meeting will be in Orlando, Florida in April. Carol-Ann Tucker, David Turpin, Anna Misenheimer and Flay Lee will be attending this meeting. Flay stated that merger discussions are continuing between IC&RC and NAADAC and that the IC&RC is in a much better position to negotiate than they were last year. The IC&RC is also looking at some International issues with Europe, China and Russia. Finally, Flay reported that the IC&RC purchased the co-occurring disorders credential from the Pennsylvania Board and will probably be looking to adopt this credential in the near future.

David Turpin then gave the Treasurer's report. David presented the compilation from Tony Armento, the Board's auditor, for the year. David said that there is nothing unordinary in the report. David did say that the Business Operations Committee needs some additional Board members to serve on the committee as Tommy Smith is the only member at the present time. David told the Board members that it is good experience to serve on more than one Board committee. Carol-Ann said that if any Board member has an interest in switching the committee on which they serve, that can be arranged.

Worth Bolton moved and Danny Graves seconded a motion to accept the Treasurer's Report. The motion passed unanimously.

Bert Bennett then gave the Ethics Committee report in Helen Wolstenholme's absence. Bert said that the Committee reviewed two complaints last night. The Committee will be meeting again on May 20th.

Danny Graves reported for the Nominating and Elections Committee. Danny said that Mark Crabtree was nominated to serve Margaret Graves' unexpired term. Danny stated that the Nominating and Election Committee is going to change the scholarship application period to better coincide with conference dates. Currently, the application deadlines are set too close to the actual dates of conferences and applicants and scholarship grantees are informed too late of the Board's decision to be able to register

for the tracks in which they are interested in attending. Danny said that no one made application for the McLeod Institute which is taking place in March.

No one was present to report on behalf of the Quality Assurance Committee.

Lidia Bly-Herman gave the Standards Committee report in Michael Herring's absence. Lidia spoke about schools submitting approval requests for their various substance abuse programs. Lidia stated that the Committee made a recommendation to the Executive Committee for an applicant to be granted registration status despite his criminal background and the Board's established waiting periods. The Standards Committee has asked that all applications be reviewed by the Committee with criminal backgrounds that fall within the Board's waiting periods. The Standards Committee also made a recommendation to the Executive Committee, which the Executive Committee reviewed at this morning's meeting. The Executive Committee is making a recommendation to the full Board to accept this decision.

Mark Crabtree then introduced himself and talked about his involvement in the substance abuse field. Wrenn Rivenbark announced the APNC conference date, which is April 25th-27th. Wrenn stated that APNC is closely following legislation involving a monitoring device called SCRAMM. This piece of legislation would use SCRAMM as an alternative to sentencing. APNC is looking to merge a treatment component into this legislation.

Under general announcements, Randy Thornton told the Board that the ADDICTIONS television program will begin airing on March 15th.

Deborah Bryan thanked and commended Anna on her successful completion of her first NCSAPPB Board meeting serving as Executive Director.

David Turpin stated that Lattie Baker was in a car accident this week. Lattie is getting released from the hospital today.

With no further business, Tim Hall made a motion to adjourn. David Turpin seconded the motion and the meeting was adjourned.

Respectfully Submitted,

Anna S. Misenheimer
Executive Director

MINUTES

NORTH CAROLINA SUBSTANCE ABUSE PROFESSIONAL PRACTICE BOARD

FRIDAY, JUNE 8, 2007

Attendance: Carol-Ann Tucker, President, Flay J. Lee, Tim Hall, Joe Fortin, Dewayne Book, Tommy Smith, Danny Graves, Mark Crabtree, Al Greene, Cheryl Gentile, Adrian McCoy, Lidia Bly-Herman, Tony Porrett, L. Worth Bolton, Randy Thornton, Nora Noel, E. Clyde Ebron, Bert Bennett, Helen Wolstenholme, Kim Anthony-Byng, Deborah Bryan, Michael Herring, David Turpin.

Absent: Kevin Connolley, Richard Henderson.

Staff: Randolph E. Cloud, E. Ann Christian, Paola Ribadeneira, Anna Misenheimer.

The meeting was called to order by Carol-Ann Tucker, President. Carol-Ann thanked everyone for being present for the State Commission's Ethics training that morning. Carol-Ann stated that Board members not present for the training will need to be informed that they must attend this training by June 30th.

After welcoming the Board members, Tim Hall made a motion to approve the March 2007 Board meeting minutes as written. Danny Graves seconded the motion and the motion passed unanimously.

Ann Christian, Board attorney, then read the Ethics Awareness and Conflict of Interest Statement. No Board member noted any conflict of interest with today's agenda.

Carol-Ann gave the President's Report. Carol-Ann shared her thoughts about the Spring IC&RC meeting she attended in April. Carol-Ann stated that North Carolina appears to be ahead and in a better position than many member boards. There is still no resolution to the IC&RC/NAADAC merger. Carol-Ann was impressed with the IC&RC's Strategic Plan which included annual objectives, marketing, Board development and study guide development and marketing. General correspondence was distributed to the Board for review.

Anna then gave the Executive Director's report. Anna reported that the Board has time in which to make a presentation at the NC Summer School. Flay said that he is glad to help with the Board presentation with the assistance of Lidia Bly-Herman and Danny Graves. The Annual Board meeting will be held in conjunction with the Summer School. A dinner and awards banquet will be held at the home of Jane Albers on Tuesday, July 31st and the Board will meet the morning

of August 1st. Anna circulated a sign-up sheet for room reservations at the Hilton on the Riverside.

Anna then reported that the DMV training and retraining dates have been scheduled for September 15th and December 15th. The CPM retraining will also be held in December. Anna said that the office is putting together a special mailing for those CPM Evaluators who must attend the retraining in order to remain on the list as active CPM Evaluators.

The IC&RC completed the Role Delineation Study for the Prevention examination and the new Prevention exam was first administered in March 2007. The passage rate rose from 33% at the December administration to 73% at the March administration. Anna stated that study guides are now available for the new exam at a cost of \$79.

Finally, Anna reported that the state approved the Board's contract for the 2007-2008 fiscal year.

Tony Porrett then made a report on Thursday's Case Presentation Methods. Thirty (30) counselors took the oral examination. There were 14 CSAC applicants, 10 passed and 4 failed. 16 counselors took the LCAS oral exam, of which 8 passed and 8 failed. Tony said that the day went well and Danny stated that it was a very smooth operation. Danny served as Proctor Coordinator. John Vaughn, who served as assistant Proctor Coordinator, will serve as the Proctor Coordinator next time.

Tommy Smith then reported on the Bylaws revisions. Tommy said that he, David Turpin and Jim Scarborough met last November about the bylaws. Tommy said that the bylaw revisions need to be approved at this meeting. Any concerns about the bylaws can be brought forward at the Annual Board meeting in August. Al made a motion to approve the amended bylaws and Helen seconded the motion. The motion carried.

Carol-Ann said that she would like the Committee reports to come before the Deemed Status Reports for this particular meeting.

Flay J. Lee then gave the Executive Committee report. Flay stated that a request has been made by the Division of Medical Assistance that the Board "sunset" all master's level CSACs with the CCS credential to Licensed Clinical Addictions Specialist. The DMA has requested this due to the newly proposed changes in regards to who can bill under the CPT code for services. The Executive Committee voted to endorse this particular situation. Helen interjected that Medicaid approved all LCASs and CSACs with the CCS credential to bill CPT codes. This was noteworthy as it recognizes our credentials and our counselors' professionalism. There are 42 CSAC's with the CCS, but 16 of these do not have a master's degree. Medicaid does not want to amend the CPT codes again, so the

Board needs to take action to license all CSAC with a Master's degree. We would "sunset" these CSAC with master's degree into the LCAS. We would look to change our statute within the next legislative session. If we do not choose this action, the DMA could pull the LCAS's altogether from qualifying to receive reimbursement. The Division will meet with DMA once we inform them of the Board's approval of providing a sunset provision. The Board will have to change our requirements for the CCS credential. Helen said that the Executive Committee made a motion to endorse this plan. Randy made a motion to accept this endorsement. Worth seconded the motion. The motion passed unanimously.

Flay then recognized Deborah Bryan for an award that she recently received from the Health and Wellness Trust Fund. Beverly Perdue, the Lt. Governor, chairs this group and Deborah was recognized for her role in raising awareness about tobacco issues. Six individuals received this award.

Tommy Smith reported on behalf of the Business Operations Committee. Tommy encouraged Board members to consider serving on the Business Operations committee. David Turpin said that we should assign new Board members to a particular committee for a one year period depending on the needs of various committees. David said that this would be a different approach than the Board's current policy of allowing Board members to select which committee on which they wish to serve. David stated that many IC&RC member boards do much more in terms of marketing than the NC Board. This committee should start considering marketing opportunities.

David Turpin asked the Board members to complete the travel reimbursement forms in their entirety. David reviewed the financial reports for February, March and April. David then introduced the proposed budget for the 2007-2008 fiscal year. David asked for the Board's favor of investing funds on the Board's behalf. Bert made a motion to this effect and Nora seconded the motion. The motion carried.

Helen reported on behalf of the Ethics Committee. Helen stated that one case may go to hearing in September. The Ethics Committee has been working on the rules.

Danny made the Nomination and Elections Committee report. Danny said that the response from the Board elections was three times greater than the response in years past. Danny stated that Eastern region—Lidia Bly-Herman and Tom Miller were chosen to serve on the Board from the Eastern region, Worth Bolton was elected to represent the South Central region and Flay J. Lee was elected to the at-large seat. Danny then stated that Joseph Adedokun was appointed to NAADAC's seat, Jessica Holden was appointed to NASW's seat, Adrian McCoy will serve another term as ANCB's representative, Nora Noel will continue to represent the American Psychological Association and that Lynn Inman was chosen to serve in the Board-appointed seat.

Al Greene gave the Quality Assurance Committee report. Al extended Karen Blicher's apology to the Board for not inviting the Board to the Women's Conference.

Michael Herring reported on behalf of the Standards Committee. Michael said that Bob Bock has contacted the Board and requested information about his application status. Michael said that we will be referring this case to be heard before the Office of Administrative Hearings. Michael also reported that the Committee will mail correspondence to Jackie Hines whose credential has expired but has falsified his certificate from the Board to reflect that his credential is current. This correspondence will request information about whether or not Mr. Hines is still practicing as a substance abuse counselor.

The Committee also reviewed a request from Steve Williamson, an applicant with a criminal background. The Committee upheld its decision to deny registration with the Board at this point. The Committee will soon discuss drafting contracts to replace those currently being used in the application packets for CCS or CCS Intern supervision. The Committee is also going to draft supervision ratio requirements for those applying for the CCS credential. Michael reported that the Committee agreed that DOT SAP training should be offered in North Carolina. Upon Danny Graves' inquiry, Randolph Cloud suggested that all rules should be ready by next May to be introduced to the General Assembly during its short session.

Carol-Ann then asked for Deemed Status reports as well as general comments from the Board members.

Tim Hall reported on the Federation. Tim said that the NCSAPPB continues to hold the Presidency on the Federation. David Turpin was nominated to fill this seat for the next year. Tim stated that Substance Abuse Parity is still an issue within the Federation.

Dewayne Book stated that he is recruiting five volunteers to serve on the Peer Assistance Committee. Lidia Bly-Herman volunteered for this. Tony Porrett asked if Tony Simeone could serve on this Committee since he is not a Board member. The Board believed that Tony Simeone could serve in this capacity. Helen Wolstenholme, Worth Bolton, Nora Noel and Kim Anthony-Byng volunteered to serve on this Committee.

Joe Fortin had nothing to report on behalf of the National Board of Certified Counselors.

Al Greene reported that he had a good trip to Bolivia in March.

Cheryl Gentile did not have a report from the Commission on Rehabilitation Counselor Certification.

Adrian McCoy reported that Connie Mele is the new chair of ANCB.

Michael Herring asked the Board to consider granting certificates to assist a substance abuse counselor in their quest to obtain LLC status. Michael said that he will direct this question to the NASW as the Social Work Board has a process that the Board might be able to duplicate.

Worth did not have a report on behalf of NASW. Anna stated that Jessica Holden, the appointee for NASW's seat, will begin her term in September 2007.

Nora Noel did not have anything to report on behalf of the American Psychological Association. Kim Anthony-Byng stated that NAADAC will have its annual meeting in Nashville, TN in September.

Carol-Ann then asked Paola if there was anything she would like to share with the Board. Paola did not have anything to share, but Randolph stated that the Federation has been working hard and really made an impact with their discussions about the parity issue. Randolph also stated that there is a provision in the proposed Senate budget about allowing pre-authorization for HIV/mental health drugs. Randolph said that pre-authorization is a very slippery slope and one that can negatively impact patient care. Randolph stated that the Board office will email information to the Board about this issue.

Flay made a brief report on the IC&RC Spring meeting. NAADAC and IC&RC negotiations are still underway. Flay reported that IC&RC is in great financial standing. They are making a decision about whether or not the IC&RC will be able to maintain their own administrative office in the near future.

Flay reported that the Co-occurring disorders credential is being purchased from Pennsylvania although Flay is not recommending that the Board pursue this credential at this time. Flay said that NC's LCAS offers many of the services that the Co-occurring credentialed counselor would offer. Flay also said that IC&RC voted to no longer endorse the CPM exam. The Board will need to explore its options down the road as a result of this. The IC&RC might develop one test that would include competency or might just develop an additional test to test one's knowledge on competency.

With no further business, Al Greene made a motion to adjourn. Randy seconded the motion and the meeting was adjourned.

Respectfully Submitted,

Anna S. Misenheimer

MINUTES

NORTH CAROLINA SUBSTANCE ABUSE PROFESSIONAL PRACTICE BOARD

FRIDAY, DECEMBER 14, 2007

Attendance: Carol-Ann Tucker, President, Flay J. Lee, Lynn Inman, Tommy Smith, Joe Fortin, Lidia Bly-Herman, Mark Crabtree, Danny Graves, Lynn B. Jones, Worth Bolton, Randy Thornton, Tom Miller, Clyde Ebron, Nora Noel, David Turpin, Bert Bennett, Cheryl Gentile, Al Greene, Adrian McCoy.

Absent: Joseph Adedokun, Kevin Connolley, Jessica Holton, Michael Herring, Richard Henderson, Dr. Dewayne Book.

Staff: Randolph Cloud, Ann Christian, Paola Ribadeneira, Anna Misenheimer.

Guests: Tony Porrett and Wrenn Rivenbark.

The meeting was called to order by Carol-Ann Tucker, Chair. Carol-Ann welcomed everyone to the meeting and said that it is nice to finally meet the new Board members since she was absent for the September Board meeting. Carol-Ann announced that lunch will not be provided after the meeting.

Carol-Ann requested that the Board members review the September 14, 2007 Board meeting minutes.

Motion: The September Board meeting minutes be approved.

Moved by Nora Noel/ Seconded by Lidia Bly-Herman/ Carried by Voice Vote.

Ann Christian, Board attorney, read the Ethics Awareness and Conflict of Interest statement. No Board member noted any conflicts of interest with today's agenda.

President's Report

Carol-Ann recognized the Board staff and asked each new Board member to introduce themselves. Carol-Ann then went around the room and asked for each Board member to introduce themselves. She stated that Joseph Adedokun is absent as he is getting married tomorrow. Carol-Ann also mentioned that Cheryl Gentile received an award recently from ECU's School of Allied Health for being one of the 40 top graduates in the past 40 years.

Four representatives from North Carolina traveled to San Diego for the IC&RC meeting in October. This trip coincided with the California wildfires and the meeting agenda was shortened as a consequence. Carol-Ann informed the Board that the CPM retraining was held this past Wednesday. Flo Stein was the guest speaker and she recommended that counselors be more vocal concerning issues surrounding their profession. The oral exams were held yesterday. Carol-Ann then mentioned that Janice

Petersen's daughter was hit by an 18-wheeler some time ago. A card is going around the room for the Board members' signatures. Janice was a member of the Board and represented prevention.

Executive Director's Report

Anna told the Board members that Carol-Ann was inducted into East Carolina University's College of Education Hall of Fame for her excellence in teaching, advising and service. Anna thanked Tony Porrett for all of his hard work in coordinating the CPM Retraining event which was a success. Danny Graves, Bart Grimes, Michelle Smith, Walter Washington and Tony Porrett conducted the training. Anna also thanked Flay Lee, Carol-Ann and Tony for their participation in the CPM luncheon on Wednesday.

CPM Report

Tony Porrett reported that it has been a very busy week. The CPM retraining took place this past Wednesday and 68 evaluators attended the event. Tony said that the Board office did something different this year than in the past; the Board office mailed letters to those evaluators that needed to be retrained this year in order to remain active on the list. During the period of the December 2006 testing and September 2007 testing, 64 CSAC's tested and 71 LCAS's tested. The exam was held yesterday as the Board could only test on Thursday since the CPM retraining was conducted on Wednesday. There was both a morning and an afternoon shift to accommodate the applicants. Wrenn Rivenbark and Mark Crabtree assisted with the orals. Of the 8 CSAC's that tested, 5 passed. 23 of the 35 LCAS's passed. Tony said that he received feedback that the CPM retraining should be offered to clinical supervisors to help them prepare their counselors for the oral exam. Carol-Ann thanked Tony for his report and stated that she thanks Tony for his 6 years of service to the Board.

Tom Miller asked the Board members about the CPM process. Flay Lee stated that the IC&RC is working to develop a new, comprehensive exam for both the AODA and the AAODA. These new exams should be available in June. In NC, Flay stated that the Board can continue to administer the exam until the Board members decide otherwise.

Deemed Status Reports

Joe Fortin reported on behalf of the NBCC. NBCC is advocating to increase mental health services available to veterans. Mike Lancaster had been asked to contact Tricare about LCAS's providing services to veterans. Anna and Randolph were asked to contact Flo Stein's office about this correspondence to Tricare. Joe also stated that NBCC is expanding its coverage with the formation of the International Mental Health Association.

Cheryl Gentile, the CRCC representative, said that CRCC is no longer issuing the MAC. They will continue to honor the MAC although there are only 44 CRCC MAC's in the United States. There are only 12 CRCC MAC's in North Carolina.

Adrian McCoy had nothing to report on behalf of ANCB.

Nora Noel had to leave the meeting early, so there was no report from the American Psychological Association.

Wrenn Rivenbark, representing APNC, reported that APNC had their Fall Conference and the Board provided volunteers that were very helpful.

Executive Committee

Flay said that the Executive Committee had a conference call about two weeks ago. Tim Hall gave the Committee an update on his involvement in the Federation and on the Coalition. Flay said that the Committee also spoke to Ann Christian about how statutory boards conduct business meetings. Flay asked the committees to follow the Executive Committee's lead and strive to conduct business between each of the Board meetings.

Business Operations Committee

Tommy Smith asked each committee to work on drafting a Policy and Procedures Manual for submission at the March 2008 Board meeting. Tom Miller stated that he has drafted the Board reimbursement policy, which Anna will email to each Board member for input. Tommy reported that an online credential verification form has been drafted for posting on the Board's website. After some discussion, the Committee decided to do additional research before posting this page on the internet for public use.

Treasurer's Report

David Turpin said that starting January 1, the monthly financial reports will be introduced in the form of an executive summary. Worth Bolton asked if this report and other Board meeting materials could be available online prior to the meeting to avoid using so much paper. Anna said that she would work on this for the 2008 Board meetings. David Turpin stated that the Board office has decided to use the services of another auditor to perform the 2006-2007 fiscal year audit.

Motion: The Board office will work with a new auditor to perform the 2006-2007 fiscal year audit.

Moved by Worth Bolton/ Seconded by Clyde Ebron/ Carried by Voice Vote.

Ethics Committee

Bert said that the Committee met last night. Carol-Ann and Lynn Inman joined the meeting to interject their ideas as prevention counselors. The Committee will continue to work with Carol-Ann and Lynn. Bert reported that the two most frequent

issues that get reported to the Committee are situations involving a counselor relapsing and dual relationships. Bert stated that the Board has 22 open Ethics cases.

Nomination and Elections Committee

Danny Graves told the Board that Carl Greenwald was the only applicant for the McLeod Institute scholarship. Anna received a request to extend the scholarship deadlines. Danny said that he agrees with the request and he believes the timeframe during which one can apply for scholarships should be extended. Danny and Anna will revisit the Board's Committee list and determine if some committees need additional members.

Quality Assurance Committee

Al Greene gave an example of the issues he reviews as Chair of the Committee. Al said that an informal meeting will take place after today's meeting with a LCAS applicant whose degree does not appear to be clinical in nature.

Standards Committee

Danny Graves made the report in Michael Herring's absence. Worth and Michael are working with a couple of different schools to help establish a substance abuse curriculum. Also, Danny said that the Committee is going to put together an Ad-Hoc Committee to discuss supervision issues.

Peer Assistance Committee

There was no report from this Committee as Dewayne Book is absent.

Carol-Ann then asked Ann Christian if she had a report. Ann said that she appreciates all the input she can get with the revision of the rules.

General Comments

Randolph stated that the CPM recognition luncheon was a great event. Everyone seemed to enjoy Flo's comments. Randolph talked about Medicaid reimbursement issues. There was an editorial printed in today's *News and Observer* about mental health services in North Carolina and how control of these services should be reverted back to the state. Randolph also reported that the Division of Medical Assistance stated that if funding for the S-chip program is maintained, it could cost the state \$43,000,000.

Carol-Ann thanked Randolph for his comments.

With no further business, Carol-Ann thanked everyone for their attendance and participation in the Board meeting and wished everyone a wonderful holiday.

Motion: The Board meeting should be adjourned.

Moved by Bert Bennett/ Seconded by Randy Thornton/ Carried by Voice Vote.
Minutes prepared by Anna Misenheimer, Executive Director, and Lidia Bly-Herman,
Secretary.