

## MINUTES

### NORTH CAROLINA SUBSTANCE ABUSE PROFESSIONAL PRACTICE BOARD

FRIDAY, MARCH 11, 2011

Attendance: Danny Graves, Flay Lee, Karen McDonald, Lynn Jones, Lidia Bly-Herman, Dale Willetts, Lynn Inman, Jessica Holton, Joe Fortin, Wrenn Rivenbark, Jane Peck, L. Worth Bolton, Tom Miller, Tony Beatty, Dottie Greene, Joseph Adedokun, Mark Crabtree, Bert Bennett, David Turpin, Helen Wolstenholme.

Board Staff: Randolph Cloud, Ann Christian, Katie Faulkner, Anna Misenheimer.

Danny Graves called the Board meeting to order.

The first order of business was to approve the minutes of the last board meeting in December 2010.

**Motion: Approve the December 10, 2010 meeting minutes.**

**Motion made by Flay Lee/Seconded by Worth Bolton.**

**The motion carried.**

Ann Christian read the Ethic Awareness and Conflict of Interest Statement. No one indicated any conflicts. Jane Peck was sworn in as a new Board member by Ann.

#### **President's Report by Danny Graves:**

Danny Graves reported that the IC&RC spring meeting is in April where they will be discussing how the new healthcare bill will be effecting credentialing. He will report back. Danny reported on donation issue on impaired counselors and Anna reported that she contacted other IC&RC board administrators and three currently participate in impairment programs and those states are Florida, South Dakota and Nebraska. Anna stated that five out of the six deemed status organizations that were contacted said that they do not have an impairment program but would like to participate in one. Danny asked that all deemed status representatives go to their organizations and see if this is something they would be willing to participate in. Jessica Holton reported that she is more than happy to email NASW to let them know the importance of this.

Danny then circulated the correspondence.

#### **Executive Director's Report:**

Anna Misenheimer reported on Nora Noel's eye surgery and a card was passed around for the Board members to sign. Danny reported that Randy Thornton, who recently resigned due to health issues, was in much better spirits when they spoke recently. Anna announced that plaques have been ordered and received for both Adrian McCoy and Randy Thornton in appreciation for their service to the Board. She will invite them to the June Board meeting to present these plaques to them. Anna then reported that the NC Summer School dates are August 1<sup>st</sup> -5<sup>th</sup> with the Board's mini-track being on Tuesday, August 2<sup>nd</sup> in the afternoon. Jessica Holton, Joe Fortin and Danny Graves volunteered to present. Mark Crabtree will lead the mini-track and coordinate presenters. Dinner will be Tuesday evening with the place of dinner to be determined. The Board was made aware that there is discussion of holding the Board meeting in the evening due to folks attending training. Danny Graves and Flay Lee volunteered to represent the Board at this year's ADDICTION: Focus on Women's Conference. Flay will also be

attending the Women of Strength Conference the week of March 14<sup>th</sup>. The computer based testing dates for March are March 5<sup>th</sup>-26<sup>th</sup>. 77 counselors have been scheduled for the March exam. She mentioned that this year's elections are fast-approaching and that there is an article in the Spring newsletter with important dates listed. There are four seats available this year. This newsletter also features an article written by Worth Bolton.

**Treasurer's report by David Turpin:**

David Turpin reported on the financials and made the Board aware that the largest Board expense during the second quarter of the fiscal year was for the examination and test proctors. He also reported that 17% of the quarterly budget was spent on the Board's annual training event and he opened the floor for suggestions on how the costs can be cut for this year's annual training. Dale Willetts offered to assist in looking at ways to do this.

**Motion: Approve the October, November and December 2010 monthly financial statements.**

**Motion made by Joseph Adedokun/Seconded by Mark Crabtree.**

**The motion carried.**

**Deemed Status Reports:**

Joseph Adedokun (NAADAC) reported on their advocacy and stated that the organization is trying to recruit more members.

Jessica Holton (NASW) announced that March is Social Work month. Jessica reported that in Greenville, the local program unit will be on the 24<sup>th</sup>, the Ethics Conference was March 4<sup>th</sup> in Raleigh and that March 30<sup>th</sup> will be Lobbying Day. Supervision training will be held May 16<sup>th</sup>-18<sup>th</sup>. The next Social Work Board meeting is next weekend, March 18<sup>th</sup>-20<sup>th</sup> with the subsequent meeting scheduled for May 21<sup>st</sup>. If anyone is interested in getting published in the Social Work newsletter, please contact Jessica.

Joe Fortin (NBCC) reported that there needs to be more of a presence with addiction within the organization.

Jane Peck (ANCB) stated that the nurses currently do not have their own impairment program.

**Executive Committee report by Flay Lee:**

Flay said that the last Executive Committee conference call was on March 1<sup>st</sup>. Flay reported on the meeting this morning and how each committee member will make a report to the full Board. He suggested looking into restructuring the Executive Committee meeting for the purpose of time management and suggested that the Committee meeting might be held earlier in the morning or the full Board meeting begin a little later than 10am. The next Executive Committee call will be May 17<sup>th</sup> at 11am.

**Ethics Committee report by Bert Bennett:**

Bert Bennett reported on ethics cases. There are currently 31 cases that have been brought to the Committees' attention and, since November, the Committee has opened 6 cases and closed 8 cases. The most prevalent issue in currently open cases deals with dual relationships (25%), 15% are supervision-related issues, 4% have to do with confidentiality issues, 9% are misrepresentation of credentials, 2% of the cases have to do with forgery, 9% have to do with non-registered people, 4% are personnel issues, 8% are poor quality issues, 8% deal with respect issues and 6% deal with taking money and not providing services. Bert also reported that there is one case on theft of drugs and one case on

shoplifting. It was also reported that there are some repeat offenders. Bert also made the Board aware that there needs to be suggestions made on how to handle ethic case hearings that go to trial given the large price tag that goes along with this.

**Standards Committee report by Lidia Bly-Herman:**

Lidia reported on rules that were discussed during the Committee meeting. Rule .0209 was discussed. This rule deals with reciprocity. The Committee had originally agreed and reported to the full Board that reciprocity would be an option for those coming from ICRC and non-ICRC member boards/organizations. Upon further consideration, the Committee found that the comprehensive change being contemplated to this current rule would require a statutory change. Typographical errors and the current loophole that exists concerning reciprocity into NC with the CCS credential were corrected, however. The next rule discussed was rule .0214, CONTINUING EDUCATION SCHOOL CURRICULA APPROVAL. Lidia said she will ask Al Greene to define clinical application as the Quality Assurance Committee has been doing this when it considers applications for the LCAS. Lidia also suggested adding a definition of "supervisor of record". "Supervisor of record" will be the supervisor on record with the Board office for a supervisee. Lidia also suggested that, if there has been a change of clinical supervisor, then the Board needs to be made aware of this change within 30 days. Finally, the Committee decided that CCJP's must obtain 60 hours of continuing education in order to renew the credential. She reported on the December exam results. Lidia suggested that a sub-committee be formed to study possible endorsement of a peer support specialist credential.

**Nominating and Elections Committee report by L. Worth Bolton:**

Worth reported on the 10 seats expiring this year. 4 of these are elected positions: two seats in the Eastern region, one At-Large seat and one seat in the South Central region. Worth reported on the 238 surveys completed and submitted at the December training event.

**Motion: Mr. Bert Wood will serve the remainder of Randy Thornton's term, which is set to expire in 2012.**

**Motion made by Worth Bolton/Seconded by Lynn Inman.**

**The motion passed.**

**Quality Assurance Committee report by Tony Beatty:**

Tony reported that there were four cases reviewed by the Committee. Three of the cases were people trying to get LCAS's and it was determined that the Committee needs official school syllabi from each person's school in order to make a determination. Letters will be sent to these individuals letting them know that, if they cannot provide the proper information, then they will be able to continue the process as a CSAC applicant.

**Business and Operations report by Tom Miller:**

Tom said there was discussion on revamping the Committee. Tom reported that during the Executive Committee meeting, he suggested that the Committee be put on hold or that the Committee be joined with another committee. The Board decided further discussions concerning this proposal about this will take place at the June meeting.

**Legislative update by Randolph Cloud:**

Randolph discussed the issue of health exchanges. The Institute of Medicine has been moving along with this. The Budget is still the biggest topic of discussion. Health and Human Services is a big target with \$4.3 billion being considered. The issue of the elimination of occupational licensure and other boards was brought to this Board's attention and Randolph reassured the Board that we would

not be impacted. Lynn Inman asked about House Bill 100 which was introduced by Larry Brown and George Cleveland. Randolph says he does not think this bill will move forward during this session.

Submitted by Katie Faulkner, Administrative Assistant.

## MINUTES

### NORTH CAROLINA SUBSTANCE ABUSE PROFESSIONAL PRACTICE BOARD

FRIDAY, JUNE 10, 2011

Attendance: Danny Graves, David Turpin, Flay Lee, Tony Beatty, Nora Noel, Bert Wood, Al Greene, Karen McDonald, Dale Willetts, Clyde Ebron, Worth Bolton, Wrenn Rivenbark, Joe Fortin, Joe Adedokun, Jane Peck, Tom Miller, Lidia Bly-Herman, Bert Bennett, Jessica Holton, Cheryl Gentile, Helen Wolstenholme, Lynn Jones.

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

Danny Graves called the Board meeting to order and asked that Ann Christian read the Ethics Awareness Statement. Hearing no conflicts, Ann swore in new Board member Bert Wood.

Recognition of Mr. Randy Thornton: Danny Graves recognized Randy for his years of service to the NCSAPPB. Randy gave a humorous and thoughtful speech and the Board thanked him for his dedicated service.

Al Green recognized Lidia Bly-Herman's receipt of a recent award at the Al Greene Institute for her years of dedicated service.

The first order of business was to approve the March 2011 Board meeting minutes. Lidia reported a needed revision.

**Motion: Approve the March 11, 2011 meeting minutes with needed revision made.**

**Motion made by David Turpin/Seconded by Worth Bolton.**

**The motion carried.**

#### **President's Report by Danny Graves:**

- 1) Creation of a Finance Committee: Committee to be created consisting of Executive Committee Chair, Treasurer, Executive Director and one additional board member (at this point, Cheryl Gentile). This Committee will hold a conference call between now and September. They will develop their own policy and procedures and are tasked with reviewing the Treasurer's reports, audit, contract and monthly and quarterly updates that go the Division. All Board Members will be given the web address to access the state contract for review.
- 2) Jessica Holton was just elected president of the NASW's NC Association effective July 1st.
- 3) Impaired Professional Program (IMPAC): In previous Board meeting, Danny asked that Deemed Status organizations consult with their Deemed Status agencies regarding donating seed money for establishing an impaired professionals group. None were interested at this time. However, Joe Fortin will continue to talk with NBCC nationally and LPC locally. Nora stated that she has been speaking with Glenn Martin of the Peer Assistance Committee of the APA and money is not a completely closed option.
- 4) Danny reported that members Flay Lee, Dottie Greene, David Turpin and himself were presenters at this year's Women's Conference. It was attended by over 100 persons.
- 5) Lynn Inman is in Tampa, FL working with the IC&RC on the Prevention exam item writing. Anna reported that the ADC and AADC item writing process is about to begin. It is limited to professionals with less than 10 years of experience.

### **Executive Director Report by Anna Misenheimer:**

- 1) Pre-test: As IC&RC continues their transition to Computer-Based Testing, “pre-testing” of questions will begin. 25 questions will be included on the exam, none of which will count as part of the applicant’s final score. Anna stated the implementation date of “pre-testing” for each exam. The Board will move to on-demand testing in 2012.
- 2) Reports to the Division/Flo Stein: Anna reported that Flay Lee, David Turpin, Danny Graves and Board staff Ann Christian, Barden Culbreth, Anna Misenheimer and Randolph Cloud met with Flo Stein recently to discuss the Board’s deliverables for FY 2010-2011 and talk about upcoming items of interest to the field. The Board’s FY 2011-2012 Contract has been approved.
- 3) Procedures Manual: Anna will begin working with our typesetter to overhaul the manual with hopes to present the finished product at this year’s Annual meeting in August.

### **Treasurer’s Report by David Turpin:**

David presented pie charts reflecting the Board’s third quarter Revenues and Expenses. Wrenn asked where specific financial information could be found and Anna stated that she can forward this information to anyone who desired it. Turpin reported that surplus revenue can be found in the Board’s investments. Also, legal expenses were higher this quarter due to several hearings resulting from Ethical violations.

**Motion: Approve the third quarter financial reports as well as the FY 2011-2012 budget.**

**Motion made by Clyde Ebron/Seconded by Nora Noel.**

**The motion passed.**

### **Deemed Status Reports:**

- 1) NAADAC - Joe Adedokun reported that NAADAC has been engaged in discussions concerning the federal budget crisis. The trend appears to be to stop funding programs through the states and, instead, use more peer support groups as a cost cutting measure. There is an emphasis on effect of block grants in wake of Healthcare Reform.
- 2) NASW - Jessica presented the lobbying activities of NASW NC at the state legislature. A supervision conference was recently held in May, where Jessica presented on dual supervision. A Board meeting was held on May 21st. She updated the Board on events scheduled for the remainder of the calendar year.
- 3) NBCC - Joe Fortin reported on peer support report previously mentioned. There is little to report on a local level.
- 4) CRC-MAC – Cheryl Gentile had nothing to report.
- 5) Addictions Nurses - Jane Peck reported there was some interest in peer support, but only in a voluntary basis.
- 6) APA - Nora Noel discussed UNC-W’s PhD program’s financial hurdles. Nora also presented a new Psychology manual that integrates many technological standards in counseling and supervision.

### **Executive Committee Report by Flay Lee:**

Flay reported that business is flowing smoothly by having quarterly conference calls. He cited difficulties around filming orientation video to the Board members and said it may be a good to ask graduate art program students to help facilitate and professionalize such a video.

Flay asked that Board members who present to the public and professional field to keep track of the trainings in which they do so and report the number of persons in attendance for outreach tally to Anna at the Board office.

Flay spoke to the Committee's goal of getting statutory language inserted that would give the Board the ability to approve academic programs for credentialing purposes. Flay asked for persons interested in participating in that work group to meet at lunch following the Board meeting.

**Ethics Committee Report by Bert Bennett:**

Bert stated that there are 37 open ethics cases. Eight cases have been closed and eight new cases have been opened since the March Board meeting. Bert reported that the eight closed cases were presented to the Ethics Committee for review and discussion. The burden of proof is "Preponderance of Evidence," and this is often difficult to reach. Closed cases involved dual relationships, professional relationships, confidentiality, relapse and criminal conviction. Two cases were closed because the Committee felt that they did not rise to the level of an ethical complaint.

Cheryl expressed her appreciation for the evolution of the Ethics Committee and how it directs her in the supervision of applicants.

**Standards Committee Report by Lidia Bly-Herman:**

Lidia stated that the Committee is working to clarify who is "supervisor of record" and tightening rules regarding deferred prosecution, out of state criminal records, etc. Lidia explained the process of how a supervisor should notify the Board and the supervisee of termination of supervision. Following notification to the Board office, the Board will mail certified notice to the supervisee of the termination of supervision. The Committee is looking at the Board's ability to have discretion over school curricula for credentialing purposes. Review of the .0300 rules will begin at the next scheduled meeting. The Committee will continue to research the Peer Support Credential with other ICRC boards. Additionally, the Committee will continue to consider adoption of a Peer Support credential. Lidia announced the results from the March exam: 186 Counselors tested. 74 took CSAC exam; 68% passed. 90 took LCAS exam; 60% passed. 16 of 18 counselors passed the CCS exam. One person took and passed the CCJP exam.

Lidia cited that the Board does not have specific authority to approve schools and their curricula. A work force will meet immediately following the Board meeting to draft language that would give the Board authority to do this. Thus far, Lidia, Tony Beatty, Worth Bolton and Nora Noel have volunteered to work on the drafting of this language.

**Nominations and Elections Report by Worth Bolton:**

Worth reported that further information needs to be provided to scholarship recipients as confusion remains over costs covered by the Board scholarships. This year's annual training event will be held at the Ramada Inn in Burlington. He is still seeking presenters. He cited the need to have presenters able to meet the demands of the new education requirements (smoking cessation, older adults, veterans, etc.)

Anna reported the election results: Worth Bolton will serve another term as a South Central Region representative. Also, Flay Lee will serve another term in the At-Large seat while Lidia Bly-Herman will represent the Eastern region for one more term. Jessica Holton, Nora Noel, Lynn Inman and Lynn Jones

have agreed to serve another term as Board appointees/deemed status representatives. The NAADAC Deemed Status seat is still being negotiating by APNC.

**Quality Assurance Committee Report by Tony Beatty (in Mark Crabtree's absence):**

Twelve applications were reviewed by the Committee. Many of them included questions about online universities, clinical applications and the like. Two requests for extensions were received and granted.

**Legislative Update by Randolph Cloud:**

Randolph presented information on the budget battle that is currently underway in Raleigh and the potential for the Governor to veto the budget. No matter the outcome, the budget produced will have many cuts to the services provided by the NCSAPPB. Drug Courts and sentencing services were eliminated in this budget.

The NCSAPPB remains on the Governor's list of boards and commissions for review. The General Assembly has submitted a bill to end several boards including the Substance Abuse Advisory Commission. A second legislative session will begin in midsummer to discuss redistricting. There is potential for a third session to deal with constitutional amendments.

There is a bill that could decrease the number of LME's to just 12. This is according to Health and Human Services.

**Motion: Adjourn the Board meeting.**

**Motion made by Cheryl Gentile/Seconded by Bert Bennett.**

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

Minutes respectfully submitted by Barden Culbreth.



NCSAPPB Meeting  
Annual Summer School  
August 3rd, 2011

Board Members Present: Danny Graves, Jo Fortin, Lynn Inman, Nora Noel, Wrenn Rivenbark, Dale Willetts, Mark Crabtree, Cheryl Gentile, Helen Wolstenholme, Lidia Bly-Herman, Flay Lee, Jessica Holton, Jane Peck, Bert Wood, Dottie Saxon Greene, Clyde Ebron, Worth Bolton, Bert Bennett, Phil Mooring, David Turpin

Staff: Barden Culbreth, Matt Musselwhite, Katie Faulkner, E. Ann Christian

Guests: Randolph Cloud, Rep. Rick Glazier

WELCOME ALL MEMBERS

Approval of Minutes of June 9th-10th: Lidia motioned to amend the Standards Committee report to change language from "next meeting" to "next scheduled meeting." Worth seconded motion and it was approved.

Ethics Awareness Statement: Ann read the statement and asked if there were any potential conflicts or appearances of conflict. Hearing none the meeting proceeded.

Danny thanked and introduced Randolph Cloud who then introduced Representative Rick Glazier from Fayetteville, North Carolina.

PRESENTATION FROM REP RICK GLAZIER

President's Report: Danny introduced Phil Mooring to the Board and invited all those in attendance to have lunch at the cafeteria to meet with the attendees of the Summer School. Danny also thanked the board members who were presenting classes at the Summer School.

Danny asked that Barden give an update on Anna and her pregnancy.

Danny then presented the new committee and officers list. See enclosed list

Executive Directors Report:

Barden distributed the new board listing for corrections and revisions.

The new procedures manuals were distributed. Nora suggested making sure the next edition displaced the issue year prominently to avoid confusion.

Barden introduced Katie to all the members of the Board.

Barden announced that Dottie would be attending the item writing session for the AADC exam for the IC&RC. Lynn Inman reported that he participated in the Prevention item writing piece earlier in the year.

Executive Committee Report: Flay reported on the status of the Executive Committee and the number of in-person meetings and conference call meetings. Flay advised that the EC keep its current schedule as there is a new FY ahead.

Flay said he wanted to hold a conference call in the next two weeks to adjust to the new committee structure.

Flay asked that the board members continue to track the number of people they speak to about the purpose and scope of the board. Jessica suggested that the website have an interactive feature where persons could see who their regional board member was and how active they have been in the field.

Flay asked that the orientation video stay on the agenda and hoped that it would encourage people to run for office with the board and to maintain the status as “a working board.”

Ethics Committee: Bert reported on the status of the Ethics Committee. Bert reported that the Ethics Committee has held 3-4 informal hearings in 2011 and reach agreed upon resolutions. This saves the Board money because of the serious nature of many of the complaints that would require a full hearing were it not for the informal hearing process.

Treasurer's Report: David Turpin reported that there would be a full financial report at the September board meeting.

Nominations and Elections: Worth reported on 128 scholarship requests received by the Board. This is an amazing jump from previous years where the Board has received 4-10 requests.

Quality Assurance Committee: Mark reported that their work continued to evaluate applicants' Master's Degrees and renewal extensions. Mark asked that the QA committee take up procedures for approval, as well as expediting the process.

Standards Committee: Lidia reported that the committee has been busy defining terms including “human services”, “supervision”, “supervisor of record”, etc. She reported on the new 5 topics for renewal and certification requirements. She reported that the committee continues work towards peer support specialists. She reported that deemed status 3-year review process was continuing for some deemed status groups. Finally she reported on the work going towards terms of supervision being initiated and ending.

Randolph: Thanked Glazier for speaking to the Board. He then stated the importance of continued work in the new majority at the General Assembly.

David Turpin motioned that the Board office send Rick Glazier a letter of thanks.

SWEARING IN OF OFFICERS:

Ann then swore in Flay Lee as Vice President.

Ann then swore in David Turpin as Treasurer.

Adjourn: Worth motioned to adjourn the meeting. Mark seconded and the meeting ended.

NCSAPPB  
Board Meeting  
September 9, 2011  
Durham, NC

**Attendees:** Danny Graves, Flay Lee, Nora Noel, Dale Willetts, Joseph Adedokun, Wrenn Rivenbark, Lynn Jones, Helen Wolstenholme, Lynn Inman, Tony Beatty, Clyde Ebron, Joe Fortin, Worth Bolton, Bert Wood, Phil Mooring, Lidia Bly-Herman, Karen McDonald, Jessica Holton, Bert Bennett, Mark Crabtree, David Turpin, Cheryl Gentile

**Staff:** Randolph Cloud, Barden Culbreth, Matt Musselwhite

**Board Attorney:** Ann Christian

**Ethics Awareness Statement:** Ann Christian read the statement and heard no statements of conflict.

**Swearing in of New Members:** Ann swore in Phil Mooring to the NCSAPPB.

**Honoring Departing Board Members:** Danny honored Joseph Adedokun for his service to the NCSAPPB. Joseph thanked the Board for the work it does.

**Approval of Board Minutes:** Bert Wood motioned for approval, Lynn Inman seconded and the minutes were approved.

**President's Report:** Danny thanked Phil for joining the board. He then thanked the members for their work on committees and noted that he appreciated being part of a working board.

He reported on the ad hoc Finance Committee and their policy and procedures were still in development.

Danny reported that he reviewed the bylaws, but noted that a lot had changed since the bylaws were first developed and now was the time to review those procedures. He wants to get this in place before the December Board meeting. The committee to do that would be Helen, Mark, Lynn Inman and Anna Misenheimer and Ann Christian.

**Director's Report:** Barden updated the Board on Anna's pregnancy. He informed the board of the test reschedule is now \$125 fee. He updated them about year round testing beginning in 2012. He updated them about the DMV training and the upcoming Board Buzz.

**Treasurer's Report:** David Turpin discussed the pie charts that indicated year end for this year and last year. He reported progressive and healthy growth. Worth motioned to accept the report, Bert Wood seconded and the report was accepted.

## **Deemed Status Groups:**

**NASW:** Jessica reported on their upcoming Annual Meeting, and upcoming Fall Conference in Asheville. She was glad to report that there was a substance abuse track. She reported the ECU social work school was hosting an alumni event. She reported on the “Give An Hour” campaign which clinicians offer a free hour of MH counseling to military affiliated persons and families. Phil Mooring noted that the current NASW chair served on the SAMHSA board, and NASW has been a good friend to the substance abuse field.

**NBCC:** Joe reported that their national meeting was held in Greensboro last month. He was pleased that addictions was featured as a track.

**CRC-MAC:** Cheryl stated no news from 12 members.

**RN-MAC:** Jane Peck not present.

**APA:** Nora seconded the report on “Give An Hour” and the importance of commitment to MH to veterans and active duty. Nora reported on a Fall Continuing Education opportunity at the Friday Center. She reported that this year was also the year featuring the Undergraduate School Conference meant to recruit recent graduates to furthering their education and professionalism. She also reported that the Psychologists also worked with the Disaster Response Network. She reported on the psychology peer hotline.

**IC&RC:** David Turpin reported that the topic to move the headquarters of IC&RC to NY or DC has been put on hold. Flay reported on an upcoming workshop in Orlando on Ethics, which would be an opportunity for all members of IC&RC to mingle with representatives from around the world.

## **Committee Reports:**

**Executive Committee:** Flay reported that the committee met and would have reports. He also stated that the video project was still on hold. He also apologized to the Board for continuing a conference call after it had been canceled.

He asked that following each Annual Meeting a photograph would be taken to help record the history of the board.

**Ethics Committee:** Bert reported that the committee has 35 cases open. Fifty two were opened last year. Twenty eight were closed.

Bert reported on a “group” of applicants who were in hiding. These persons refused service and it was difficult to trace them. The cost of an investigator is a little high for the board, so the committee is looking for options.

He stated that the committee was charged with finding an informal resolution if possible. Sometimes a case can go as far as the Office of Administrative Hearings, he opened the question up to the full board for license.

He reported that the committee was now tracking the number of days a case has been open.

**Standards Committee:** Lidia reported on .0502, "Responsibility of supervisor to supervisee." She reported that the Board is going to develop a supervision contract for the CCS application. This contract would make clear that the ratio is 1:80 for the CCS/CSI application.

She reported that the board would begin review of the Criteria C schools, beginning with three schools.

She reported that she and Ann would be finalizing a letter to the UNCW SW program.

A definition of "clinical application" was developed.

It was determined that the field experience/practicum/clinical was at a minimum of 300 hours for acceptance.

**Nominations and Elections Committee:** Worth expressed his surprise that the Summer School had 47 applicants for scholarship, yet the Winter School had 1 application. The scholarship would be granted to that individual.

Worth cited his concern that many licensees and certified persons do not take advantage of the monies provided by government and should contact their legislators to stop the dominance of other mental health professionals. Danny mentioned Representative Rick Glazier's offer to help and suggested thinking of ways to take him up on offer. Wrenn suggested that lack of national understanding of education requirements prevents recognition.

Worth stated that the Annual Training is on go at the Ramada Inn in Burlington. It should hold about 200 people a day.

**Quality Assurance Committee:** Mark thanked Joseph for his service on the QA committee. Mark reported an energized discussion with a number of points. The committee has requested the curricula of approving Criteria C schools. He appreciated the decision from the Standards Committee requiring 300 hours for a practicum in order for it to qualify for the LCAS.

In regard to extension requests, the committee has received requests following the expiration of credential. These have typically been granted, but the level of liability does put the Board and public at risk. The QA will be making recommendations to the Standards Committee. The committee will also produce an article for the Board Buzz

and hopefully newsletter. The QA committee will present a proposal for automation of a number of the application processes.

The issue of late renewals and practicing with an expired license raised concerns and discussion about liability and professionalism.

**Legislative Update:** Ann reported on the reports due by October 1st in accordance with SB781 with regard to Rules. Randolph reported that these new requirements were an effort to eliminate bureaucracy and unneeded regulation.

The Legislative Oversight Committee is scheduled to meet later in the month to review all human services providers through the state. It is important for substance abuse to stay at the table in this period. Randolph echoed Worth's concerns with legislators and their understanding of the SA arena.

Adjournment: Worth motioned to adjourn, Clyde seconded and the meeting ended.

**MINUTES**  
**NORTH CAROLINA SUBSTANCE ABUSE PROFESSIONAL PRACTICE BOARD**  
**FRIDAY, DECEMBER 9, 2011**

Attendance: Tony Beatty, Bert Bennett, Jessica Holton, Worth Bolton, Lidia Bly-Herman, Mark Crabtree, Clyde Ebron, Joe Fortin, Danny Graves, Dottie Saxon Greene, Al Greene, Jessica Holton, Lynn Inman, Flay Lee, Mary Jane McGill, Phil Mooring, Nora Noel, Jane Peck, Wrenn Rivenbark, David Turpin, Dale Willetts, Helen Wolstenholme.

Board Members Absent: Cheryl Gentile, Lynn Jones, Bert Wood.

Board Staff Present: Ann Christian, Randolph Cloud, Barden Culbreth, Anna Misenheimer, Matt Musselwhite.

Guests Present: Kathy Boyd.

Danny Graves called the Board meeting to order. He welcomed Kathy Boyd, Executive Director of the National Association of Social Workers – North Carolina Chapter, to the meeting.

Ann Christian read the Ethics Awareness and Conflict of Interest Statement. Hearing no conflicts, Ann swore in new Board member Mary Jane McGill. She is serving as the new NAADAC Deemed Status representative.

The first order of business was to approve the September 2011 Board meeting minutes.

**Motion: Approve the September 9, 2011 meeting minutes.**

**Motion made by Clyde Ebron/ Seconded by Wrenn Rivenbark.**

**The motion carried.**

**President's Report by Danny Graves:**

Danny reported that the Board's Annual Training Event went well. Dr. Gerch presented the Nicotine track in Cheryl Gentile's absence. Past Board member Dr. Geri Miller presented a training entitled "Spirituality, Self-Care, and Counseling". Danny and the other Board members wish to express their gratitude to all of this year's presenters.

**Finance Ad-Hoc Committee Report by Flay Lee:**

Flay has drafted a list of responsibilities for this committee. Flay hopes to have this document in its final version by the March 2012 meeting.

**Executive Director's Report**

Barden Culbreth said that Nicotine Dependence training, which is now a requirement for credentialing and recredentialing, was presented at the Board's Annual Training event this week. Approximately 250 folks attended the training each day. Beginning in March, all exams for credentialing will be composed of 150 questions. ICRC is looking to move from test study guides to text books.

**Treasurer's Report by David Turpin:**

The reports for this fiscal year's first quarter were distributed via email as well as the audit for FY 2009-2010.



**Motion: Approve the Financial Reports for the months of July, August and September and the audit for FY 2009-2010.**

**Motion made by Al Greene/Seconded by Dottie Saxon-Greene.**

### ***Deemed Status Organization Reports***

Jessica Holton (**NASW**) stated that the Annual Fall Conference occurred and was sold out before the early bird special even ended. A Board Meeting occurred on December 3rd. The next ethics conference is scheduled for March 1<sup>st</sup>.

Joe Fortin (**NBCC**) reported that a legislative directive was signed expanding the counselor practice rights within the army authorizing the employment of licensed counselors and establishing credentialing and privileging standards including holding state licensure and passing the National Clinical Mental Health Counseling Examination. Additionally, with the encouragement of Dr. Clark at SAMHSA, there continues to be discussion between various national and international credentialing boards about the establishment of uniform national standards for a masters-level licensed substance abuse and mental health counselor in preparation for the possibility of significant healthcare reform in the coming years.

Cheryl Gentile (**CRC-MAC**) is absent as her husband is having open-heart surgery this week. In the same vein, Bert Wood is having rotator cuff surgery this week. Becky spoke to Bert yesterday and he is doing well.

Jane Peck (**ANCB**) was absent at the last Board meeting because she was attending a conference. This is a quiet time for the ANCB Board.

Nora Noel (**APA**) said that the NC Psychological Association is having a conference with a national speaker on June 9<sup>th</sup>. There is also a conference scheduled for February in which Rick Fogle will be speaking. The Addictions Specialty credential is no longer an option for APA members. Nora spoke to Sally Cameron from NCPA and the reason they are no longer accepting new applications is because the cost to maintain the exam was too much. This is a temporary situation. They will continue to maintain the credential of those who already possess it, but will not be offering any new ones. Nora read the letter from Ms. Jane Ciuccio, Assistant Executive Director for Administration of APA. The letter states that they are "no longer accepting new applications for the Certificate of Proficiency in the Treatment of Alcohol and Other Psychoactive Substance Use Disorders".

### **Executive Committee Report by Flay Lee:**

The Centers for Medicare and Medicaid Services (CMS) no longer wishes to recognize provisionally licensed professionals for reimbursement. Since this Board wants LCAS-P's to continue to be able to seek reimbursement, language needs to be agreed upon to replace the use of "provisional" in our statute. CMS will be working in concert with DHHS to sponsor a bill that will make modifications to each individual practice act to amend the title of these practitioners. The Executive Committee recommends that the term "associate" replace all references to "provisional" in our statute.

**Motion: The Board adopts the position that the term "provisional" in the LCAS title be deleted and an appropriate term substituted, such as "associate".**

**Motion made by Al Greene/Seconded by Worth Bolton.**

The Bylaw Revisions Ad Hoc Committee has met once and is continuing its work on the bylaw revisions.

### **ICRC Update by Flay Lee:**

As David is now an officer, Flay will begin making this report as a Delegate. The ICRC's 30<sup>th</sup> anniversary was celebrated at their October meeting. Jessica Hayes was elected to serve as the new ICRC Treasurer while Phyllis Gardner is now the President. The Director of SAMHSA was the keynote speaker. Hong Kong and Nicaragua are two new Member Boards. This year's Presidential Award was awarded to Julie Stevens from Texas. She works hard as Chair of the Prevention Committee. Computer based test takers scored higher than those that took the paper exam. Flay had available the minutes from the Advisory Committee meeting. The first ICRC training was conducted the days immediately following the fall meeting. About 150 folks attended this training. Flay is currently serving as Chair of Professional Services while Danny Graves is the Chair of the Clinical Supervision Committee.

David Turpin stated that North Carolina has always been viewed as a leader internationally. There has been North Carolina representation on ICRC's Executive Committee consistently over the past 10 years. David reported that a Peer Recovery Support Specialist credential is going to be endorsed by ICRC. This will not be a "stepping stone" credential for the ADC, however. More information on this credential will be forth-coming. Flay said that ICRC is looking to host a semi-annual meeting in NC, perhaps in 2013.

### **Ethics Committee Report by Bert Bennett:**

Bert reported that there are currently 31 open cases. 6 cases have been opened since June while 12 have been closed. Over half of the cases deal with legal and moral standards and competence is the second leading issue that results in the opening of an ethics case and investigation.

### **Standards Committee Report by Lidia Bly-Herman:**

Lidia said that the Committee has been working to review the curricula of LCAS Criteria C schools. UNCW has submitted their information. A letter from the Board will be mailed to ECU and ASU in the next couple of weeks. The Committee continues to review and revise rules. The Committee has decided that all LCAS applicants should attend at least six (6) hours of clinical supervision specific hours and Ann Christian is drafting a rule to this effect.

### **Nominations and Elections Committee Report by Worth Bolton:**

As there was only one applicant for the McLeod Institute scholarship, this person will be awarded the scholarship.

### **Quality Assurance Committee Report by Mark Crabtree:**

A conference call was recently held. Rule .0214 UNIVERSITY SUBSTANCE ABUSE SPECIALTY CURRICULA was the main topic of this call. Previously, the Board had discussed allowing an individual to seek the LCAS via Criteria C even if his/her school did not have Board approval. Mark said that the Committee believes it will be too difficult for an individual to gather all of this information from a college or university. Therefore, he is referring this discussion to the Standards Committee for consideration. Mark believes that this topic would be a good item for the next quarterly newsletter.

### **Legislative Update Given by Randolph Cloud:**

Medicaid is looking to make budget cuts and the Department of Health and Human Services has been asked to help find savings. DHHS is passing this issue onto the Governor. Disability Rights is contesting cuts to their services.

### **New Business**

Lynn Inman discussed the need for the Board and the field to recognize nicotine and its use and abuse on individuals and the need for eligible trainers on this topic. Lynn believes that this field is 10-40 years behind the medical field on this issue.

**Motion: The Board meeting is to adjourn.**

**Motion made by Worth Bolton/Seconded by Mark Crabtree.**