

**North Carolina Substance Abuse Professional Practice Board
Durham, NC
March 8, 2013**

Board Members Present: Flay Lee, Danny Graves, David Turpin, Bert Bennett, Lidia Bly-Herman, Tony Beatty, Nora Noel, Bert Wood, Jane Peck, Worth Bolton, Cheryl Gentile, Mary Jane McGill, Phil Mooring, Wrenn Rivenbark, Lynn Inman, Mike Vannoy, Clyde Ebron, Dale Willetts, Helen Wolstenholme, Carol Hoffman, Joe Fortin, Jessica Holton.

Staff Present: Ann Christian, Barden Culbreth, Katie Faulkner, Anna Misenheimer, Matt Musselwhite.

Guests Present: Mark Crabtree.

Flay Lee called the Board meeting to order and welcomed everyone.

Ann Christian read the Ethics Conflict of Interest Statement and asked the members if anyone has any known conflicts or any potential for conflicts. Hearing none, the meeting proceeded.

Motion: Approve the December 7, 2012 meeting minutes.

Motion made by Lynn Inman/Seconded by Clyde Ebron.

The motion carried.

President's Report given by Flay Lee

Flay reported that Bert Bennett would no longer be able to serve as Ethics Chair. Flay has asked Lynn Inman to serve in this capacity, and Lynn accepted the invitation. Bert will work with Lynn to make this transition a smooth one.

Flay reported that Worth Bolton is working on logistics for several events of importance to the Board, including a reception in conjunction with the IC&RC meeting in Charlotte, a NCSAPPB Strategic Planning Retreat, and the December Annual Training event. The IC&RC reception would be held October 9th in Charlotte in conjunction with the IC&RC Fall Conference. There would be no September Board meeting. Instead, the Board would meet in Charlotte at a day and time that compliments the reception.

Phil Mooring and Lynn Inman have been asked to serve on a subcommittee that will explore the Prevention Credential.

Flay then asked Danny Graves to give an update on the work of the Clinical Supervisor Task Force Committee. Danny reported that the Committee has met via conference calls to review existing supervision paperwork. Anna reported that the edits made by the task force have been made. Downloadable forms will be made available for clinical supervisors to update information concerning his/her clinical supervisees to the Board.

Bert Wood was recognized for his LTE/op-ed article regarding budget negotiations and the importance of protecting mental health.

Flay asked Phil Mooring to share information about his recent trip to Cuba with NAADAC.

Executive Director's Report given by Anna Misenheimer

Anna thanked the Board members for their speedy response to her time-sensitive request for feedback concerning nominees to participate in the IC&RC's ADC and AADC item writing. The Board nominated Ms. Karen King, Mr. James C. Smith and Mr. William Faulkner for the ADC item writing. Ms. Dottie Saxon Greene, Ms. Jessica Holton and Mr. JaMarr Funderburg were nominated for the AADC item writing.

Anna reported that applications were submitted to the IC&RC for Compliance Review. This information will be reviewed at the IC&RC Spring meeting in April.

The nomination period for 2013 elections will open Monday. The only position on the ballot is a seat in the Western Region, currently held by Tony Beatty. Anna reported that 2014 will be a very different year with four seats being ineligible for reappointment or re-election. Two more seats will be up for election in 2014, but the members who currently represent these seats are eligible for re-election.

The Board currently has 164 "likes" on Facebook. Statistics were circulated about those who visit the Board's website. During the second quarter, there were 13,967 people who visited the site. 40% of these were new visitors.

Anna reported on on-going conversation regarding the LCAS Scope of Practice. The most recent question she received surrounded the ability of a LCAS to serve as an ACT team leader. Bert Bennett elaborated and told the Board members about his meeting with Dr. Moser from UNC. After some discussion, Flay indicated that the LCAS Scope of Practice would be a topic discussed at the Strategic Planning Retreat.

Treasurer's Report given by David Turpin

He stated that the second quarter report was sent to the members.

Motion: Approve the Board's second quarter financial report.

Motion made by Cheryl Gentile/Seconded by Worth Bolton.

The motion was approved.

David Turpin presented the 2010-2011 FY audit for approval.

Motion: Approve the 2010-2011 FY audit as presented.

Motion made by Dale Willetts/Seconded by Lynn Inman.

The motion passed.

Deemed Status Reports:

NASW – Jessica Holton reported that March is National Social Work Month and there are numerous trainings this month. Governor McCrory did sign the proclamation declaring it Social Work Month for North Carolina. Jessica reported on the Annual Ethics Conference. March 20th will be their NC Lobbying Day.

NBCC – Joe Fortin reported on their continued lobbying effort at the state and federal level. He also reported on NBCC's continuing education approval process.

CRC-MAC – Cheryl Gentile reported that they remain at 37 strong in North Carolina!

Addictions Nurses – Jane Peck reported on trainings that IntNSA has been providing. The weather has prevented some persons from participating in these latest trainings.

APA- Nora Noel reported that APA was conducting a survey to understand psychologists' work with substance abuse and Medicaid. She reported that the NCPA Spring Institute is planned for April 26th-27th in Chapel Hill. One of the courses offered will be on the topics of Ethics and Psychopharmacology. The PhD program at UNC Wilmington is still pending approval.

NAADAC – Mary Jane McGill reported that NAADAC, IC&RC, and NCC AP will be collaborating in response to the ACA. She shared an article with the Board. The APNC Spring Conference will be held April 18-19.

Executive Committee Report given by Helen Wolstenholme

Helen reported on educational efforts to the credentialed professionals of the Board. An ad hoc committee will be formed to develop talking points and education strategy for the field. Tony Beatty, Worth Bolton, and David Turpin have already volunteered. Bert Wood and Dale Willetts also volunteered to serve in this capacity.

Phil Mooring spoke to the education efforts of the medical marijuana community, and stated that there is an absence of counselors or addictions professionals dealing with this issue.

Helen presented to the full board a recommendation from the Executive Committee to research Credential Management Software. A consultant collected bids and proposals, and the firm Heuristics, Inc. was selected for their software LearningBuilder. Anna discussed the office's experience in webinars and trainings with all of the proposed vendors. She explained the capabilities of the software.

Ethics Committee Report given by Bert Bennett

Bert Bennett reported that there are currently 53 cases open. Ten have opened since December while two have been closed since December. He reported on discussion around rule .0611 Proof of Rehabilitation, specifically what triggers self-reporting to the Board.

Standards Committee Report given by Lidia Bly-Herman

Lidia reported on a question brought before the Committee by Dottie Saxon-Greene regarding Western Carolina's Criteria C program. Another question was posed by a student at UNC Wilmington regarding the school's Social Work program. Specifically, many students within that program complete all requirements, but must await the official graduation/conferring date in order to seek application for the LCAS. The Committee is studying this issue.

ECU's Social Work program was approved for Criteria C status. Fayetteville State University was not approved for Criteria C, however. A letter will be mailed with instruction on required steps needed to get the program into compliance.

Lidia reported on rule .0407 which states that 60 of the 270 hours required for CSAC credentialing must be completed within the previous two years before making application with the Board. The Committee is reviewing this rule for possible changes. She also discussed the 3 hours of ethics training requirement for registration. Dale Willetts and Lynn Jones stated that there is a NC TASC Ethics Course available online that would satisfy this requirement.

Ann Christian is submitting a batch of revised rules to the Rules Review Commission in the coming weeks. Upon Flay's request, she received a unanimous vote to do so from the Board members.

Nominations and Elections Committee Report given by Worth Bolton

Worth presented the recipients of the available Board scholarships. Donna Odell will receive the scholarship for the ADDICTION conference, Jana Aitken was chosen for the AI Greene Addictions Institute scholarship, and Kristen Fajardo will be awarded a scholarship to the NC Summer School.

Quality Assurance Committee Report given by Tony Beatty

Tony reported that there were two requests for the Committee. One applicant believed that they qualified for Criteria C, but this request was denied. A second applicant asked to be considered for LCAS application, but this request was denied. These applicants will be notified via official letters from the Board office.

Discussion was held on renewal periods of expired licenses. Tony discussed several issues dealing with reinstating an expired license that are being considered by the Committee. Review of the Procedures Manual was recently completed. Some inconsistencies were noted.

Legislative Report given by Flay Lee

Randolph was unable to attend the Board meeting due to a morning meeting. He did make a presentation to the Executive Committee prior to the Board meeting, however.

Other Business

Flay welcomed Mark Crabtree to the Board meeting and requested his assistance with matters before the Quality Assurance Committee.

Flay asked Jessica Holton to participate in developing a number of metrics around testing and credentialing.

Flay cited a meeting he recently had regarding introducing certification in the Lumbee Tribe. Wrenn Rivenbark recommended meeting Dr. Mark Schwartz at UNC-P to reach out to that community.

The next Board meeting is scheduled for June 6th.

Motion: The Board meeting to adjourn.

Motion made by Lynn Inman/Seconded by Mary Jane McGill.

With no further business, the meeting ended. The motion carried.

North Carolina Substance Abuse Professional Practice Board
Board Meeting
Greensboro, NC
June 7, 2013

Board Members Present: Flay Lee, Lidia Bly-Herman, Lynn Inman, Nora Noel, Bert Bennett, Carol Hoffman, Jane Peck, Joe Fortin, Phil Mooring, Al Greene, Danny Graves, Dale Willetts, Worth Bolton, Wrenn Rivenbark, Mike Vannoy, Karen McDonald, Lynn Jones, Clyde Ebron, Mary Jane McGill, Tony Beatty, David Turpin, Cheryl Gentile.

Absent: Bert Wood, Jessica Holton, Helen Wolstenholme.

Call to Order

Ethics Awareness

Approval of Minutes: Lynn Inman motioned for approval of minutes, Clyde Ebron seconded and the minutes were approved.

President's Report: Flay Lee reported on the Prevention Credentialing Task Force and their recent meeting with Flo Stein. Discussion was on developing this credential, inside and outside of the activities of the Board.

Flay reported on Flo discussing the development of a Peer Support Specialist credential. This credential is in a pre-existent state and numbers around 800 persons who have received a certificate of training.

Flay reported on the Education ad hoc committee. He asked Worth to speak on this and the development of a "white paper" for the public and members of the General Assembly. He complimented the work of Mark Ezzell, the new Executive Director of APNC.

Flay spoke about the importance of bringing younger persons into the Board. Al Greene cited the importance of board members speaking to graduate students at institutes and trainings around the state.

Flay presented Lynn Inman with a plaque from IC&RC for participation in the prevention credential.

Executive Director Report: Barden presented information from Anna Misenheimer. Barden stated that the current plan was for an August/September launch for software application.

Treasurer's Report: David Turpin presented the financial report and asked for approval of the 13-14 budget. Al Greene motioned for approval of the budget, Nora Noel seconded and the budget was approved.

Deemed Status Reports:

NASW NC: Jessica was not present.

NBCC: Joe Fortin reported on the NBCC and scholarships they had awarded throughout the year focusing on rural and minority need.

CRCC: Cheryl Gentile reported a steady number of certificate holders and a conference held this year.

Addictions Nurses: Jane Peck reported on the IntNSA Conference in DC in upcoming October, with the topic to be healthcare reform. They will be offering scholarships this year to interested attendees. The next IntNSA meeting will be in Charlotte later in June.

APA: Nora Noel presented on NC Psychological Association holding an upcoming continuing education training in Chapel Hill. There would be a conference specifically for undergraduates in November. The topic would be entering Graduate School, and keynote speaker will be the American Psychological Association CEO.

Nora invited all NCSAPPB members to visit the new UNC-W psychological master's degree building and laboratory. Flay asked if it was possible to meet in the building. Discussion was held about being able to park on the UNCW campus.

NAADAC: Mary Jane McGill presented on an APNC conference held recently. Discussion at the conference was on the difference between roles of mentors versus supervisors. September is Recovery Month and there will be many advocacy and educational activities during that time.

Committee Reports

Executive Committee Report: Flay Lee reported that all committees completed their SWOT analyses. Flay asked Ann Christian to speak about another Board that was faulted in a recent audit, and the importance of the work done by the Board, committees and office staff.

Ethics Committee: Lynn Inman thanked the past work of Bert Bennett as chair of the committee, and the work of office staff and Board attorney. Twelve cases have been closed and thirteen have been opened.

The subcommittee is now meeting twice a month.

The subcommittee is now holding investigative interviews in order to speed up cases towards resolution.

The committee is now using private investigators to seek out persons dodging correspondence.

Standards Committee: Lidia Bly-Herman spoke on the Criteria C Curricula Review Committee and their Thursday meeting to develop procedures and schedule of reviewing all of the 9 Criteria C programs.

The committee worked on their SWOT analysis.

The committee worked on Rule .0407, which states people must have 60 hours of training within the last 2 years when applying for license/certification.

There was discussion on the required 3 hours of ethics in order register.

There was discussion on Rules and the upcoming Public Hearing.

It was also presented as a motion from the Standards Committee that the Board will accept Master's Degrees that are yet to be awarded to the graduate when an official letter from the registrar is mailed directly to the office or notarized and received by the office. Mike Vannoy seconded, and the motion was approved.

Al Greene asked for uniform staff support in the committees would allow for streamlining the work flow because of the institutional knowledge each staff member would have in regard to that committee's work. Phil Mooring proposed that an addictions professional be added as a staff consultant because of the knowledge required to hold site visits.

Nominations and Elections: Worth presented on the elections, and reported that Tony Beatty was re-elected. Work is proceeding on planning the retreat in Wilmington later in the year. Ms. Lilla Robinson was selected to receive the Board scholarship to APNC's Fall Conference. Danny suggested again that the scholarships will be listed on the website.

Quality Assurance Committee: Tony Beatty reported that the committee did not receive any new requests for renewal extensions or curricula approval. Most activity was now done via email.

Legislative Update: Randolph phoned in and reported that the Senate has passed their budget and the House is developing their own budget.

He reported that the Senate had moved to close ADATS in the state. The House did not have the closures in their budget. This does allow some negotiation in the concurrence period.

Other Items of Interest: David Turpin presented that IC&RC, NAADAC and NCC are in cooperation talks again.

He reported that Janice Peterson would be moving to be on the President's ODCP.

Adjourn: Al Green motioned to adjourn, Phil Mooring seconded and the meeting ended.

**North Carolina Substance Abuse Professional Practice Board
Charlotte, NC
October 10, 2013**

Board Members Present: Flay Lee, Danny Graves, David Turpin, Bert Bennett, Lidia Bly-Herman, Tony Beatty, Nora Noel, Bert Wood, Worth Bolton, Mary Jane McGill, Wrenn Rivenbark, Lynn Inman, Clyde Ebron, Helen Wolstenholme, Carol Hoffman, Joe Fortin, Jessica Holton, Karen McDonald, Al Greene.

Staff Present: Ann Christian, Barden Culbreth, Katie Faulkner, Anna Misenheimer, Matt Musselwhite.

Guests Present: Elliott Austin and his wife, other students of Tony Beatty and Lily Mudry. Lily Mudry knows Tony from the Charlotte Coalition meeting.

Flay Lee called the Board meeting to order and welcomed everyone.

Flay introduced Phyllis Gardner to the full Board membership. Phyllis, President of IC&RC, stated that the reception last night was the best event that IC&RC has had since the last time NC hosted one! The reception provided a relaxed atmosphere in which many could discuss happenings in their state and network with professionals from across the country.

Ann Christian read the Ethics Conflict of Interest Statement and asked the members if anyone has any known conflicts or potential for conflicts. Hearing none, the meeting proceeded.

Motion: Approve the June 7, 2013 meeting minutes.

Motion made by Al Greene/Seconded by Lynn Inman.

The motion carried.

Flay thanked Danny Graves for the great job he did presenting on behalf of the CCS Committee and congratulated David Turpin on the receipt of IC&RC's prestigious Presidential Award.

The first order of business was adoption of the 2013 proposed rules as the public comment period has ended.

Motion: Approve these rules in their entirety.

Motion made by Bert Wood/Seconded by David Turpin.

Ann Christian then discussed each rule separately and briefly.

At the request of the President, Flay Lee, Board attorney Ann Christian asked that the Board repeat its procedure to adopt the rules.

Call for Question made by Bert Wood/Seconded by Al Greene.

The motion carried.

Then, there was a vote on the previous motion to approve the rules in their entirety.

The motion carried.

Ann stated that the next step is for these rules to go before the Rules Review Commission. It generally takes up to two months for these rules to be heard by the Commission and, eventually, either be denied or a date set for adoption.

Executive Director's Report given by Anna Misenheimer

The Board office has continued to meet with Steve Ross, our software developer. All initial credentialing applications and renewal applications have been loaded into the platform. Barden has been working with Steve to migrate over all of the records into LearningBuilder, our platform. Several issues arising from this electronic migration are currently being resolved. On last week's call, a decision was made for Board staff to do a manual review of every file in the application process to capture an applicant's status mid-process so that when these applicants log into the system, they can resume their application process. This will involve 3,422 files. Three Board staff members will be utilized for this project with the hope that this review will be completed within 3 weeks. In order to accomplish this, Barden, Katie and I will have to review 80 files per day. We plan to start this process next Monday. A full launch will occur thereafter with a target being December 1st. We'd like to roll this new platform out in advance of the January 1, 2014 renewal date. The most recent Board Buzz was sent out on September 26th regarding this. Only 38% of folks it was sent to opened the email. It is imperative that Board members act as ambassadors of the field to educate those in their geographic area.

Jessica recommended sharing this information to the deemed status groups. Anna was asked to also work with Wrenn Rivenbark as APNC is hosting a conference next week and will be happy to disseminate this information.

In September, Bert Bennett contacted Anna with a request to run the article once again regarding the scope of practice for the LCAS. Bert indicated that the Behavioral Health Section at Medicaid has been receiving an increasing number of questions from SA professionals about their scope of practice. We re-ran the article in our most recent Board Buzz (again, the one with the 38% open rate), but this just caused more questions to come to the office seeking clarity. I shared this with the Executive Committee on our conference call last week. The Committee felt that this conversation could be delegated to the Education Ad Hoc Committee. The Committee is composed of Worth, Tony and Turp. I forwarded inquires to this Committee for their initial review and will turn over further discussion regarding this to them at this time.

Worth said this will be an education piece and a floor fight. Helen said that on the Executive Committee call that Anna would submit these questions to the Committee, the Committee will review and respond, and, then, these questions and answers would be posted on the website as part of a FAQ page.

Treasurer's Report given by David Turpin

Turp stated that the fourth quarter report was sent via email to the Board members. Of note are the renewal fees escalating in May and June 2013 leading up to the July 1st renewal date. Also, in June, there is miscellaneous income noted of \$500. This \$500 is for reimbursement the Board received for David Turpin's IC&RC travel expenses. Of note is also the test rescheduling fees. They are a higher number of counselors paying to retake the examination than anticipated. Also, the miscellaneous expenses are very high due to the new software purchased by the Board. We have added this as a line item in the 2013-2014 budget.

Motion: Approve the Board's fourth quarter financial report.

Motion made by Tony Beatty/Seconded by Clyde Ebron.

The motion was approved.

David Turpin presented the 2011-2012 FY audit for approval.

Motion: Approve the 2011-2012 FY audit as presented.

Motion made by Lynn Inman /Seconded by Danny Graves.

The motion passed.

Finally, David presented the 2012-2013 fiscal year-end report for approval.

Motion: Approve the 2012-2013 year end report.

Motion made by Lidia Bly-Herman/Seconded by Nora Noel.

Deemed Status Reports:

NASW –Jessica Holton said that the Association is unique in that once you join the national group, you automatically become a member of the state affiliate. Their most recent meeting was September 28th. There is a conference this Saturday at the NC State Veterinary School. October 21st-23rd is their statewide conference.

NBCC –Joe Fortin stated that their exam is the most utilized by state licensure boards. NBCC has the most credentialed professionals of any credentialing board in the nation.

CRC-MAC –Cheryl Gentile was not present.

Addictions Nurses – Jane Peck was not present.

APA- Nora Noel reported that every November, NCPA runs a program for undergraduates that are interested in a career in psychology or social work. The date of this year's program is November 9th. This event is being held at NC Central University.

NAADAC – Mary Jane McGill stated that APNC's conference is scheduled for next Wednesday through Friday. Nicotine, HIV/AIDS, and Ethics will be the main topics discussed. A benefit of being a member of APNC is that you receive registration discounts on many training events.

Executive Committee Report given by Helen Wolstenholme

Helen reported that there is no report coming from the Committee today as the Committee did not meet last night.

Finance Committee Report given by Helen Wolstenholme

There was no report in that the Committee did not meet last night.

Ethics Committee Report given by Lynn Inman

Lynn stated that the Committee is attempting to close frivolous cases as fast as possible. He, Ann Christian and Barden interviewed two private investigators recently.

Standards Committee Report given by Lidia Bly-Herman

Dale is finalizing link that allows one to get three hours of ethics training as well as Lynn Jones who is providing a link to ethics training for DWI providers. Lidia said that all site visits have been performed or are scheduled. The Committee will begin looking at more rules in the future. Lidia gave the exam results report for this FY's first quarter: On one version of the LCAS exam, 54% passed while 44% passed the second version. NC tested 1/3 of those candidates that took the AADC exam. For the CSAC exam, 8 passed and 5 failed one version while 21 passed and 24 failed the second version. We only had one candidate take the CCJP exam. They did not pass the exam. 5 people took the Prevention exam. 3

passed and 2 failed. For all these exams, NC had a lower passage rate compared to all IC&RC Boards together. The one exception to this was for the CCS exam where all 12 applicants passed the exam.

Flay asked Lidia to form a task force to look into the issue of why our test passage rate continues to decline.

Nominations and Elections Committee Report given by Worth Bolton

Ms. Angie Poole received the NCFADS Winter School scholarship. The McLeod Institute scholarship application window will open on November 1st. December 4th and 5th will be the NCSAPPB annual training event.

Quality Assurance Committee Report given by Tony Beatty

Last Friday, Tony, Jessica, Mary Jane and Ann met with a LCAS applicant. The applicant possesses a CCS via grandparenting, but lacked a clinical internship as part of his master's degree program. He was denied a LCAS credential. The Committee also reviewed an application from a counselor that was educated overseas. He possesses a medical license, but the Committee did not see anything that would make him eligible for Deemed Status standing. This case also presented some ethical concerns that Tony will share with the Ethics Committee.

President's Report given by Flay Lee:

Flay explained the mission of the IC&RC and how NC plays a role in this. IC&RC delegates enjoyed meeting NCSAPPB Board members. Flay gave a background on this Board. Honorable Martha Alexander provided the keynote speech. She also mentioned the issue of peer recovery. Dottie Saxon Greene is working on a study involving those that are in recovery. Flay will share this request with the Executive Committee for their consideration. Flay wants to look at the report that came out of the Strategic Planning Retreat.

Legislative Report given by Randolph Cloud

Randolph was not present at the meeting.

Other Business

The next Board meeting is scheduled for December 5th in Greensboro.

Motion: The Board meeting adjourn.

Motion made by Al Greene/Seconded by Mary Jane McGill.

With no further business, the meeting ended. The motion carried.

MINUTES
NORTH CAROLINA SUBSTANCE ABUSE PROFESSIONAL PRACTICE BOARD
FRIDAY, DECEMBER 6, 2013

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

Board Members Absent: Phil Mooring, Karen McDonald, Al Greene and Mary Jane McGill.

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

Flay Lee called the Board meeting to order. Flay recognized Nelson Mandela as someone that has done so much for all of those present in reaction to Mandela's death yesterday.

Ann Christian read the Ethics Awareness and Conflict of Interest Statement. No one identified any conflicts.

The first order of business was approval of the October 2013 Board meeting minutes. Anna and Ann explained some amendments made to the minutes.

Motion: Approve the October 10, 2013 meeting minutes.

Motion made by Bert Bennett/ Seconded by Nora Noel.

The motion carried.

President's Report given by Flay Lee:

Flay thanked everyone for their attendance at the IC&RC meeting in Charlotte. IC&RC is still talking about how wonderful it was to meet actual Board members. Danny spoke to the musicians who provided the entertainment and they were so glad to see support for those in recovery. Flay discussed Martha Alexander's presentation at the beginning of the meeting.

He thanked the members of the Standards Committee that have been participating in the site visits. The Education Ad Hoc Committee has been given a charge to look at the LCAS scope of practice. Tony will discuss this during his Quality Assurance Committee report. The Strategic Plan will be shared with all Board members within the next week.

Flay thanked everyone for the support during this transitional time in his life with the passing of his aunt/mother.

Executive Director's Report given by Anna Misenheimer:

Anna explained the reasons for several Board members' absences at the meeting.

She discussed the new credentialing software. Anna was instructed to publicize the new procedure for making application and accessing one's credentialing profile in a Board Buzz. The requirements that one possess an active email address and access to a scanner should also be communicated.

The NCSAPPB Annual Training is tentatively scheduled for March 5th and 6th here at the Doubletree hotel. Anna was able to avoid excessive fees for cancelling this week's scheduled training by

rescheduling it for March. The Board will meet on the Thursday and Friday following training. Given the postponement of the training, the Board has been asked to submit for NBCC approval. The training agenda and vitas will need to be submitted very soon if NCSAPPB desires this approval.

Treasurer's Report given by David Turpin:

The reports for this fiscal year's first quarter were distributed via email.

Legal Update given by Ann Christian:

Ann reported that a review of all administrative rules will begin soon. Sometime between June and October, there will be site visits to various boards and commissions. North Carolina has more licensure boards than most states. This review will be part of the process in deciding whether or not some of these boards can be consolidated. Ann said that the level of scrutiny by legislators of state occupational licensure boards is high.

Ann reminded the Board members of the Open Meetings Law, the Administrative Procedures Act and the Public Records Law as required by General Statute 93B-5.

Legislative Update given by Randolph Cloud:

Randolph has felt that his office/the NCSAPPB office setting is inadequate. As such, he found a new office and the office just moved this week. He then echoed what Ann Christian reported: There is an intense desire by some members of the General Assembly to get rid of occupational credentialing boards. Randolph attended the Medicaid Reform Advisory meeting yesterday. A report will be forthcoming in March and will contribute to the way health care delivery occurs in NC.

Deemed Status Organization Reports

Joe Fortin (**NBCC**) stated that NBCC support programs are moving towards CCREP status.

Cheryl Gentile (**CRC-MAC**) was absent at this point of the meeting.

Jane Peck (**ANCB**) said that IntNSA had their annual conference in October. The NC Chapter was awarded Chapter of the Year. This chapter will be applying for accreditation for its exam in 2014. The next meeting of the NC Chapter will occur on January 11th.

Nora Noel (**APA**) stated that the NC Psychological Board held their undergrad conference at NC Central University. Over 160 potential graduates were in attendance. Rich Ogle will do an all-day training on Motivational Interviewing on January 11th at UNCW's campus. There was an article in a recent American Psychology journal regarding the effects of video gaming on socialization and violence. The research findings are contrary to what most would think. More than 70% of gamers play with other individuals which contradicts the normal stigma that gamers are loners.

Mary Jane McGill (**NAADAC**) was absent from the meeting.

Jessica Holton (**NASW**) reported that they will be meeting tomorrow and again on January 25th. The Ethics Committee will be meeting next on March 7th. There is a place on NC Social Workers' website about impairment. Jessica has had a conversation with APNC, Kathy Boyd and Joe Jordan about this issue and will begin meeting regularly to discuss this issue. Helen asked Jessica if she could serve as a NCSAPPB representative.

Executive Committee Report given by Helen Wolstenholme:

The Strategic Plan report has been received by the Board office and the Committee. It will be sent to all Board members for comment. There were 5 primary goals identified in the report: 1) collaboration; 2) branding; and 3) staff efficiency. Helen asked for feedback via Anna for the Executive Committee. She would like feedback within a month (Jan. 10th). These comments will come back to the Committee, at which time the Committee will make work assignments.

Finance Committee Report given by Helen Wolstenholme:

The Board's Annual Training event will be held here in March in an effort to avoid excessive cancellation charges for cancelling the training in conjunction with this meeting. Boyle CPA has been identified as an accounting firm that could assist the Board with our monthly accounting needs.

Motion: Hire Boyle CPA accounting firm to assist the Board with its accounting.

Motion made by Helen Wolstenholme/Seconded by Bert Wood.

The motion carried.

Ethics Committee Report given by Lynn Inman:

Lynn reported that the Committee had a lengthy and lively discussion about self-reporting last night surrounding the requirement that six months must lapse beginning from the date in which one is discharged from a facility/program before his/her credential can be considered for reinstatement. Some counselors are reporting a relapse some time after recovery has occurred. The Committee is striving to be notified at an earlier stage as it works to enforce the six month suspension of a credential before time has lapsed and one is technically no longer impaired. Ann has been asked to draft a rule to encompass the Committee's wishes. Wrenn said that this fits in nicely with Jessica's comments regarding the need for an impairment program.

Standards Committee Report given by Lidia Bly-Herman:

The Committee is going to begin to look at the reason for recent decline in the test passage rates. Office staff has been asked to pull files and collect data of counselors who failed an exam within this past year. Lidia shared statistics regarding Q1 test results. A link for ethics training will be ready for advertisement on the Board's website in the coming months.

Quality Assurance Committee Report given by Tony Beatty:

William Faulkner is now Chair of APNC's Best Practices Committee. Tony said that there were no files to review last night. Several Committee members did meet with an applicant early October who wishes to apply for the CCS credential. He was grandparented into the LCAS license, but he could not provide documentation to support required criteria to be eligible for the CCS. The Committee is going to begin to work to update the Credentialing Procedures Manual.

Education Ad Hoc Committee Report given by Tony Beatty:

Tony stated that the Committee is going to be looking closely at the LCAS scope of practice. This Committee wishes to further define what the course of action will be on its conference call on Monday at 9am. Bert Wood and Al Greene have been asked by Flay to join this Committee.

Nominations and Elections Committee Report given by Worth Bolton:

Ms. Galina Olivera-Celdran is the recipient of this year's McLeod Institute scholarship. Worth felt it was smart to cancel the Board's Annual Training event instead of offering anything that was not professional. Worth will give Anna the training agenda by mid-January.

There was no new business to discuss.

Motion: The Board meeting be adjourned.

Motion made by Bert Wood/Seconded by Lynn Inman.

The meeting was adjourned.