

**TELECONFERENCE CALL MINUTES
NORTH CAROLINA SUBSTANCE ABUSE PROFESSIONAL PRACTICE BOARD
TUESDAY, APRIL 22, 2014**

Attendance: Tony Beatty, Lidia Bly-Herman, Joe Fortin, Jessica Holton, Lynn Inman, Lynn Jones, Flay Lee, Karen McDonald, Mary Jane McGill, Jane Peck, Wrenn Rivenbark, David Turpin, Dale Willetts and Bert Wood.

Board Members Absent: Bert Bennett, Worth Bolton, Clyde Ebron, Cheryl Gentile, Danny Graves, Al Greene, Carol Hoffman, Phil Mooring, Nora Noel, Mike Vannoy and Helen Wolstenholme.

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

Flay Lee called the Board meeting to order. Flay did not realize that the APNC meeting is also this week and apologized for the ill-timing of this teleconference call.

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 December 2013 Board meeting minutes.

Motion: Approve the December 6, 2013 meeting minutes.

Motion made by Lynn Inman/ Seconded by Tony Beatty.

Two corrections were noted to the minutes.

The motion carried.

President's Report given by Flay Lee:

Flay has been in contact with the Prevention Network via Phil Mooring. He, Danny Graves and David Turpin attended the IC&RC's bi-annual meeting this spring. Japan is a new member board. Flay reported that Danny did a great job at this meeting with chairing the Clinical Supervision Committee. This is David Turpin's last term as Secretary of IC&RC.

Flay thanked everyone for their written response in regards to the white paper. Flay would like for the Board to meet in regards to the white paper in advance of the June Board meeting. Bert Wood stated his disappointment in the delay of the Board in dealing with this issue. Mary Jane McGill suggested that Board members share this white paper with others to get feedback for consideration. Phil Mooring agrees that there are strong feelings around this issue, but feels that the Board needs to be mindful of how this will impact our statutes, etc. Flay said that he will coordinate with Anna to arrange a separate conference call to discuss this issue.

Executive Director's Report given by Anna Misenheimer:

Anna stated that the office has had a great response to the call for nominations from the field for this year's election. Thus far, there is at least one contender for the North Central region and Anna is awaiting receipt of the 50 word statement from an additional counselor to represent that region. There are 12 counselors that have already submitted statements for consideration for the at-large seat while she is awaiting a response back from five more. Nominations close on Friday, May 9th. Ballots will be mailed on Monday, May 12th.

Anna updated the Board members on the progress of the audit by the State Auditors. The audit has been underway since March 24th. This is a procedural audit and questions have focused on office procedures, especially as it relates to ethics complaints and the state contract. In that vein, it has become even more apparent than ever that Board members need to be made aware of the office's work as it relates to meeting the deliverables of the contract. In Q3, 499 learning plans were started in LearningBuilder. In comparison, in Q2, 170 applications were requested and mailed. 91 counselors were credentialed in Q3. Five of these were CSAPC's. 170 counselors tested. We conducted our Annual Training Event with over 200 counselors attending the training over the course of the two days. Four Board Buzzes were distributed and 130 training events were approved. 15 ethics cases were closed or dismissed while 12 were opened.

The next quarterly Board meeting is scheduled for June 12th-13th in RTP at the Sheraton Imperial hotel.

Treasurer's Report given by David Turpin:

The reports for this fiscal year's second quarter were distributed via email. Mary Jane McGill pointed out an error in the report that needs correction.

Motion: Approve this report with corrections as noted.

Motion made by Mary Jane McGill/Seconded by Lidia Bly-Herman.

The motion carried.

Standards Committee Report given by Lidia Bly-Herman:

In June, the Committee will review items from the March meeting agenda. This discussion will include rule .0216 and the registration rule. Ann Christian stated that there are two "cookie-cutter" rules (.0227 and .0228) that need approval concerning granting credentials to persons serving in the military and/or their spouses. Testing results will be reviewed as well. Criteria C site visits have been completed and correspondence has been sent out to all the schools. Lidia stated that the Committee got a new application from UNCW School of Social Work for Criteria C consideration. This was the topic of discussion on a conference call a couple of weeks ago. The submitted information still does not meet the requirements. Lidia would like to start a Criteria C Ad Hoc committee as well as a Rules subcommittee.

Quality Assurance Committee Report given by Tony Beatty:

The Committee has recently reviewed two separate issues, one of which concerns the 300 hour practicum requirement for LCAS qualification. The Committee plans to review rule .0305 at the June Board meeting.

Ethics Committee Report given by Lynn Inman:

Lynn announced that he has a meeting scheduled with the State Auditors on May 5th. A private investigator has been hired and dispatched to serve notice to approximately a dozen respondents that have not been cooperating with the Ethics Committee. The Committee is beginning to see a decreased amount in the number of backlogged cases as a result of their recent, more frequent meetings.

Legal Update given by Ann Christian:

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. The Executive Committee members agreed that a formal training should be presented at the Annual Board meeting in lieu of a guest speaker.

Legislative Update given by Randolph Cloud:

Randolph reported that the next legislative short session will begin before the next Board meeting. There is a lot of activity and happenings in Raleigh including Medicaid reform. Revisions have scaled back significantly compared what was initially proposed. Budgetary items will be on the agenda as well this legislative session.

Deemed Status Organization Reports

Joe Fortin (**NBCC**) stated that he didn't prepare a report.

Cheryl Gentile (**CRC-MAC**) was not present on the call.

Jane Peck (**ANCB**) said that the NC Chapter of IntNSA met in March. They are planning their annual business meeting in June. Jane is running for Secretary of this Board. Their annual conference is in early October in Washington, DC.

Nora Noel (**APA**) was absent from the call.

Mary Jane McGill (**NAADAC**) announced that April 30th is the deadline to submit nominations for a NAADAC awards. APA is working on an impaired professionals' group.

Jessica Holton (**NASW**) said that the NC Chapter met on March 22nd and will meet again on May 31st. The Clinical Institute will be held May 5th-7th in Wrightsville Beach.

There was no new business to discuss.

Motion: The Board meeting be adjourned.

Motion made by Lynn Inman/Seconded by Lidia Bly-Herman.

The meeting was adjourned.

MINUTES
NORTH CAROLINA SUBSTANCE ABUSE PROFESSIONAL PRACTICE BOARD
FRIDAY, JUNE 13, 2014

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

Board Members Absent: Carol Hoffman, Mary Jane McGill, Phil Mooring and Bert Wood.

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

Guests in Attendance: Kathy Boyd, Jack Register and Robin Huffman.

Flay Lee called the Board meeting to order. Flay asked all guests to sign the sign-in sheet that Matt Musselwhite has.

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 April 22nd teleconference call meeting minutes.

Motion: Approve the April 22, 2014 meeting minutes.

Motion made by Al Greene/ Seconded by Clyde Ebron.

The motion carried.

President's Report given by Flay Lee:

Flay Lee said that Board members gathered in Greensboro for the last Board meeting, but the meeting had to be cancelled due to the winter weather. Flay asked the Committee members to keep the Board's Strategic Plan in mind. Flay mentioned formulating an Advisory Board to keep some sort of continuity during this time of turnover on the Board in the next two election cycles.

Executive Director's Report given by Anna Misenheimer:

Anna stated that there are several items to note in the Correspondence folder that is circulating:

- 1) Minutes from the IC&RC Spring Meeting are available. There are several fee increases mentioned in these;
- 2) A copy of NCSAPPB's letter of support for NCSU Department of Social Work grant proposal submission to the Health Resources and Services Administration (HRSA). The proposed work would develop and expand SA and MH workforce targeting children, adolescents and transitional-age youth who are at risk or who have developed a recognized behavioral health disorder;
- 3) An announcement that Prevention practice exams are now available via the IC&RC. This exam mimics the computer based testing platform. The cost of these is \$49; and
- 4) There is a picture of the newest member of the NCSAPPB family!

She circulated a sign-up sheet for overnight accommodations in conjunction with the Board's Annual meeting in Wilmington. The Board's mini-track will be presented on Tuesday, July 29th at 8am this year.

The annual Board Member appreciation dinner will take place that evening. Then, the Board will meet at 10am on Wednesday, July 30th on UNCW's campus. Ann Christian plans to present her training on Open Meetings Law, etc, as required per G.S. 93B-5 at the Summer School in lieu of having a guest speaker.

Anna reported that she received a great response to her call for ADC Item Writers. 17 counselors expressed an interest in this opportunity and the IC&RC selected NC's Ms. Kristen Fajardo to participate. The Board is still undergoing the audit by the State Auditor's office. The preliminary findings were supposed to be reported to the Executive Committee on June 24th, but the Auditor's office cancelled this meeting as they do not feel they will be prepared to share their findings by that date. Anna said that she will keep Board members posted on the progress of this as she learns more.

Treasurer's Report given by David Turpin:

David announced that the reports for this fiscal year's third quarter were distributed via email.

Motion: Approve the Q3 financial reports as presented.

Motion made by Worth Bolton/Seconded by Tony Beatty.

The motion passed.

Anna then presented the FY 2012-2013 audit.

Motion: Approve the FY 2012-2013 audit as presented.

Motion made by David Turpin/Seconded by Lidia Bly-Herman.

The motion carried.

Deemed Status Organization Reports

Joe Fortin (**NBCC**) reported on NBCC advocacy efforts. SAMHSA is presently awarding fellowship grants to minorities. Additionally, Joe said that news coming from NBCC is that any legal arrests should be reported to them within 60 days.

Cheryl Gentile (**CRC-MAC**) stated that the number holds strong at 43 CRC MAC's in the state.

Jane Peck (**ANCB**) said that IntNSA is preparing for its annual conference in early October. Jane submitted an abstract that was accepted for this conference. It is about shared medical appointments. The local chapter is having its annual meeting a week from tomorrow.

Nora Noel (**APA**) stated that NCPA had a Board meeting and shared the need for substance abuse topics for psychologists' trainings. Nora agreed to provide 6 hours of training given this need. This year, Nora invited everyone to come and view her lab while in Wilmington for the NCSAPPB Annual meeting. Nora asked that any interested Board member to please contact her.

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

Jessica Holton (**NASW**) reported that there was a meeting on May 31st. The Clinical Supervision Conference is scheduled for next week. NASW-NC puts on this training at least once a year. The Annual Retreat will occur at the end of July. Jessica announced that her term as President ends this year.

Executive Committee Report given by Helen Wolstenholme:

Helen reported that the Committee met this morning. The Finance Committee did not meet last night as many of the Committee members were busy counting ballots. There is one recommendation coming from the Committee today.

Motion: The Executive Committee moves that, if a hearing is requested of the Board by two parties (Craven and Earnhardt), then these cases shall be referred directly to the Office of Administrative Hearings (OAH) for a hearing.

Danny seconded this recommendation.

The motion carried.

Finance Committee Report given by Helen Wolstenholme:

There was nothing to report.

Ethics Committee Report given by Lynn Inman:

Lynn reported that the Committee is still considering the impairment rule.

Standards Committee Report given by Lidia Bly-Herman:

The Committee discussed the 5 year registration period. The Committee wants to require some training or some sort of accountability for moving forward with the application process via a rule. Anna has been asked to distribute a Board Buzz concerning how an applicant can access supervision contracts for proof for DMV Evaluations, etc. Per G.S. 93B-15.1, the General Assembly has mandated that Boards allow for licensure by endorsement based on military service. Ann Christian has looked at the way in which a variety of Boards have complied with this rule. The NC Dental Board has imposed a 1500 hour requirement and the Committee has asked Ann to mirror this requirement in NCSAPPB's proposed rule.

Motion: Ann Christian to draft a Rule patterned after the Rule adopted by the NC Dental Board awarding a credential by reciprocity based on military service or status as a military spouse, and in particular, including language imposing a 1500 hour per year minimum necessary to fulfill the specific requirement of engaging in active practice of the military occupational specialty of a substance abuse professional.

Motion made by Al Greene/Seconded by David Turpin.

The motion carried.

Question raised and discussion of the need for additional information regarding the above motion.

Motion: Reconsider the previous vote by which the Board moved for Ann Christian to draft the above-described Rule (to rescind this motion).

Motion made by Karen McDonald/Seconded by Dale Willetts.

The motion passed. Without objection, this matter was re-referred to the Standards Committee.

Lidia reported that Anna and Nora will continue to research NC's testing results as they compare with the International results. Also, all Criteria C site visits have been completed. Everyone "passed".

Lidia shared the results of the second and third quarter testing:

Q2—63 people took the CSAC exam (27 passed, 36 failed); 92 candidates took the LCAS exam (45 passed, 47 failed); 10 counselors took the CCS exam (9 passed, 1 failed); and, 1 person took the CCJP exam. That person failed the exam.

Q3—52 counselors took the CSAC exam (24 passed, 28 failed); 97 people took the LCAS exam (43 passed, 54 failed); 16 candidates took the CCS exam (15 passed, 1 failed); and 5 people took the CSAPC exam. They all passed!

Nominations and Elections Committee Report given by Worth Bolton:

Worth announced that 321 people voted correctly while 8 voted incorrectly. Dr. Geri Miller was elected to serve in the At-Large seat while Ms. Laura Veach will serve in the North Central region.

This filled the concern that the Standards Committee had about having Criteria C representation on the Board. The slate for President and Secretary is now being considered, so Worth asked Board members to submit nominations to Anna or him.

Quality Assurance Committee Report given by Tony Beatty:

Tony reported that a LCAS applicant submitted volunteer work that they completed to support their notion that a clinical internship was completed as part of master's degree program. This is the case that may potentially go before OAH. Additionally, a counselor submitted a request that time spent doing research for a book on addiction be counted as educational hours to fulfill her credential renewal requirements. The Committee denied this request per our administrative rules. A "reasonable accommodations" request was received by a counselor that wants special consideration for meeting renewal requirements. The counselor is a cancer patient in remission and wishes to obtain all hours via at-home study. This request was also denied. The Committee hopes to present a first draft of the Procedures Manual revision by the December Board meeting.

Legislative Update Given by Randolph Cloud:

Randolph stated that there is a general trend to reduce government regulation and oversight and this has an impact on NCSAPPB, as we have seen evidenced throughout the course of the Board's audit by the State Auditor's office. Some challenges that the Board will likely face is in regards to our Ethics Committee's process. Flay, Helen and Lynn Inman were all interviewed by the auditors.

The House voted this morning to approve their budget. Beginning early next week, the House and Senate will get together to try and address their differences in the budget.

Unfinished Business

Discussion was then had on the proposed White Paper and the LCAS scope of practice. Guests were given an opportunity to speak following Board members' comments.

Motion: Postpone the release of the White Paper to allow for further study.

Motion made by Al Greene/Seconded by Joe Fortin.

Motion: To amend the above motion to add at the end of the sentence "and to engage other associations to learn what actions they are taking to consider their scopes of practice as well as to learn how their credentialed professionals are trained specifically in substance abuse topics".

Motion made by Wrenn Rivenbark and accepted by Al Greene and Joe Fortin.

The motion carried.

Wrenn Rivenbark stated that he is happy to take this to APNC for their general knowledge and to engage them in this conversation.

There was no new business to discuss.

Motion: The Board meeting be adjourned.

Motion made by Worth Bolton/Seconded by Lynn Inman.

The meeting was adjourned.

MINUTES
NORTH CAROLINA SUBSTANCE ABUSE PROFESSIONAL PRACTICE BOARD
WEDNESDAY, JULY 30, 2014

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

Board Members Absent: Bert Bennett, Al Greene.

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

Flay Lee called the Board meeting to order.

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 June 13th Board meeting minutes.

Motion: Approve the June 13th meeting minutes.

Motion made by Dale Willetts/ Seconded by Clyde Ebron.

The motion carried.

Jessica Holton asked the Board members about the inclusion of guests' comments in the minutes as they related to the LCAS scope of practice conversation that was had at the meeting. Ann said that these comments are acceptable, but as an attachment to the minutes.

PRESENTATION OF BOARD ORIENTATION GIVEN BY ANN CHRISTIAN.

Treasurer's Report given by David Turpin:

David announced that the reports for this fiscal year's third quarter were distributed via email.

Motion: Approve the 2014-2015 FY Budget as presented.

Motion made by Nora Noel/Seconded by Worth Bolton.

The motion passed.

Executive Committee Report given by Helen Wolstenholme:

The Committee met when Helen was on vacation, so she will provide an update at a later meeting.

Finance Committee Report given by Helen Wolstenholme:

Helen stated that the last meeting of the Finance Committee was to consider the purchase of the LearningBuilder platform.

Ethics Committee Report given by Lynn Inman:

Lynn reported that, as the number of credentialed persons increase, so do the number of ethics complaints received by the Board office. The Committee has begun to use the services of a private investigator. No hearings have come before the full Board within the past year. Many cases continue to be resolved informally.

Quality Assurance Committee Report given by Tony Beatty:

Tony stated that the Committee did meet last night for about an hour in response to a number of issues, one of these being the development of a definition for “clinical application” and “clinical setting.” Their proposed rule was given to the Standards Committee for their review and eventual adoption.

Standards Committee Report given by Lidia Bly-Herman:

Lidia announced that the Committee successfully revised at least nine administrative rules within the past year. As has been reported over the course of the past few Board meetings, the Committee was concerned about NC’s test scores, especially as they compare to the International scores. After more careful review and analysis by Nora Noel, Lidia is happy to report that NC is within one standard deviation when compared to the International standard. So, that discrepancy in test scores was just an illusion. Finally, all Criteria C site visits were completed. Lidia stated that this is due, in large part, to the hard work of Nora Noel.

Nominations and Elections Committee by Worth Bolton:

Worth said that he hopes to begin planning the 2014 Annual Training event ASAP. He will work with the Board office to get a Board Buzz distributed concerning this. He, then, presented this year’s slate for the offices of Secretary and President. Carol Hoffman was recommended as Secretary while Bert Wood was recommended for the role of President.

Motion: Nominate Bert Wood to serve as the Board’s Chair and Carol Hoffman to serve in the role as Board Secretary.

Motion made by David Turpin/Seconded by Nora Noel.

The motion carried.

Executive Director’s Report given by Anna Misenheimer:

Anna reported that she has reached out to the two deemed status groups whose current members’ seats expire this year—NBCC and CRCC. These are Joe Fortin and Cheryl Gentile’s seats. Ironically enough, the email address that is provided by CRCC to be the NC contact ended up being Ms. Katherine Glenn who is a NCBOLPC Board member. She recommended Ms. Frances Gordon of Winston-Salem to be the NBCC representative. Anna spoke to Ms. Gordon and described the Board’s meeting schedule and member involvement and Ms. Gordon accepted NCBOLPC’s recommendation. As of July 7th, Katherine stated that NBCC and NCBOLPC continue to consider the CRCC Deemed Status rep and will let the Board know a decision as soon they feel confident in one.

News coming from the IC&RC is that the Job Analyses for the ADC exam (our CSAC exam) was completed in June. The first administration of the exam to reflect the JA is set to occur in November or December of this year. The new exam will include these four domains:

1. Screening, Assessment and Engagement;
2. Treatment Planning, Collaboration, and Referral;
3. Counseling; and
4. Professional and Ethical Responsibilities

The changes in the JA include combining the previous eight domains into four essential domains and inclusion of DSM-5 diagnostic criteria.

President’s Report given by Flay Lee:

Flay talked about his term as President. He specifically thanked Lidia for her work as Standards Committee chair. He also recognized each of the Committee Chairs for their work and spoke to each of the staff members for their hard work, especially with the launch of LearningBuilder.

Flay said that he does ask the new administration to keep mindful of the strategic plan and also recommends that an Advisory Committee be formed to help with the changing face of this Board in the coming years. Flay apologized for his lack of touching on the Prevention field. He hopes that this credential does not fall off of the radar in the coming years.

Legislative Update given by Randolph Cloud:

He stated that this Board is a hard-working one and commends all of the Board members for their work. Randolph agreed with Flay's recommendation that an Advisory Board be formed to keep some continuity with this group.

Randolph continued to give a brief overview of the current happenings in downtown Raleigh. The legislature has concluded their work on the budget. The budget should be available by tonight via the Internet. Also, Randolph told the Board members to be on the lookout for a special session of the legislature to occur in November following the elections.

Randolph announced the resignation of Anna and discussed the coming changes at the Board office as a consequence.

SEATING OF THE OFFICERS WITH SWORN OATH ADMINISTERED BY FLAY LEE..

Motion: The Board meeting be adjourned.

Motion made by David Turpin/Seconded by Worth Bolton.

The meeting was adjourned.

**North Carolina Substance Abuse Professional Practice Board
Board Meeting Minutes
Greensboro, NC
September 12, 2014**

Members Present: Bert Wood, Carol Hoffman, David Turpin, Lynn Inman, Danny Graves, Wrenn Rivenbark, Jane Peck, Geri Miller, Mike Vannoy, Clyde Ebron, Jessica Holton, Lynn Jones, Flay Lee, Tony Beatty, Helen Wolstenholme, Lidia Bly-Herman, Laura Veach

Staff: Barden Culbreth, Katie Faulkner, Randolph Cloud and Ann Christian

Ethics Awareness Statement: Ann Christian read the Ethics Awareness statement and asked for potential conflicts or appearances of conflict. Hearing none the meeting continued.

Approval of July 30 Minutes: Danny Graves and Tony Beatty reported several amendments to the minutes. Ann Christian presented a number of amendments as well.

Bert recommended that staff distribute a draft prior to the meeting in order to approve the minutes more efficiently.

Motion to approve: Tony Beatty

Second: Mary Jane McGill

Vote: Unanimously approved, with amendments.

New Members Sworn In: President Bert Wood administered the oath of office to Laura Veach and Geri Miller.

President's Report: Bert thanked the Board, past Board Leadership and Anna Misenheimer for their support. He looked forward to working more efficiently as a board. He asked the Board for better time management and greater focus on committee meetings and committee work.

Education Update: Randolph Cloud provided recap on the end of the most recent session at the General Assembly. He discussed the future of Division of Medical Assistance and the varying plans discussed at the legislature to reform the program.

Treasurer's Report: David Turpin presented the financial report and pie charts. He also reported on the new reimbursement forms needed for bill.com.

Motion: Flay Lee motioned to approve the Treasurer's Report.

Second: Clyde Ebron.

Vote: Unanimous vote to approve.

Executive Director Report: Barden Culbreth thanked everyone for their support in his new role. He outlined some of the issues before the Board and Board office.

Motion: Lynn Inman motioned to proceed with the Disciplinary Hearing out of order, following the arrival of the court reporter.

Second: Danny Graves.

Vote: Unanimous Approval.

Committee Reports:

Executive Committee: Helen reported on the morning's Executive Committee meeting. She reported on the recommendation from the Finance Committee. This recommendation was an amendment to the budget to increase two line items; *Consultants* and *Database Management*. Lynn Inman from Ethics had brought the recommendation to Executive Committee to increase that line item by \$30,000. Requests from the field and Board members to augment LearningBuilder to add a supervisor capability into the software resulted in an increase by \$10,000. Bert asked for directives from staff and committee how to implement those funds upon approval. **(MOTION FROM COMMITTEE)**

Vote: Unanimously approved.

Finance Committee: See Executive Committee Report

Ethics Committee: Lynn reported on the number of persons coming off the Board and how that will affect the committee. He reported on the number of procedures the committee was implementing to expedite cases and reduce backlog. Lynn referenced the request for added consultant/staff to handle ethics cases.

Nominations and Elections Committee: Worth Bolton presented that the committee had chosen a person for the Winter School Scholarship.

Quality Assurance Committee: Tony Beatty reported on their meeting the prior evening with an individual applying for LCAS. He did not meet the criteria for LCAS. A letter would be drafted by Tony and sent to the applicant.

He presented on Carol Hoffman's draft of a new Credential Procedures Manual.

Standards Committee: Lidia Bly-Herman reported on the need to be able to access LearningBuilder for their supervisors. Rule 21 NCAC 68.0216 was reviewed and it was determined that the Rule comports with the statutes. Rule 21 NCAC 68 .0227 and .0228, having to do with the military, were examined by Committee. Lidia reported on the exam results as well.

Old Business: Tony reported that he is working with Wake Tech to help with their SA certification service.

Recess: Bert Wood asked for a 15 minute recess prior to holding the Disciplinary Hearing.

Disciplinary Hearing on Cindy Beasley: The Board conducted a disciplinary hearing regarding Ms. Cindy Beasley for allegedly failing to cooperate with the Board's investigation of a Complaint against her. The Board went into closed session for deliberation. In Open Session the Board announced its decision. The Board found she was in violation of G.S. 90-113.44 (a)(6) of the Practice Act as well as Rule 21 NCAC 68.0510 (c). Her status as Registrant was ordered suspended until such time as she cooperates with the Board's investigator. She is further instructed, as an indication of this cooperation, to submit to an evaluation by a Board approved psychologist to determine if she suffers from impairment.

Deemed Status Groups:

NASW - Upcoming meeting on Sept 27th, Jessica reported that Kathy Boyd had requested information on how many persons were dually licensed.

NAADAC - Mary Jane McGill stated there was going to be a training soon at a recent APNC conference on impaired professionals program.

Addictions Nurses - Jane presented that the IntNSA would be holding their upcoming meeting in Charlotte.

Discussion ensued about the Annual Training Event in December. Worth reported that he wanted to get a Board Buzz out soon in order to recruit presenters.

Adjournment: Flay motioned, Tony seconded and the meeting ended.

**North Carolina Substance Abuse Professional Practice Board
Friday, December 12, 2014
Durham, NC**

Members Present: Bert Wood, Helen Wolstenholme, Carol Hoffman, Mary Jane McGill, Jessica Holton, Jane Peck, Cheryl Gentile, Geri Miller, Danny Graves, Phil Mooring, Al Mooney, Clyde Ebron, Fran Gordon, Bert Bennett, Laura Veach, Johnny Bass, Worth Bolton, Flay Lee, Nora Noel, Tony Beatty,

Staff: Ann Christian, Barden Culbreth, Katie Faulkner, Randolph Cloud

Guests: David Turpin

Welcome

Call to Order: Bert Wood called the meeting to order. He asked new members Gordon, Bass, and Mooney to introduce themselves to the Board.

Ethics Awareness Statement: Christian read the Ethics Awareness statement and asked for any potential conflicts of interests. Hearing none the meeting proceeded.

Swearing In of New Members: Wood swore in the new members: Gordon, Bass, and Mooney. Peck served as notary.

Approval of the Agenda

Approval of the Minutes

Motion to accept made by Bolton and seconded by Ebron

Motion carried.

President's Report:

Wood thanked Noel for filing in for Bly-Herman, in the Standard's Committee.

Wood thanked members for serving on the new committee assignments.

Wood presented a plaque of appreciation to David Turpin for his work on the NCSAPPB.

Wood noted that the President shall appoint with approval from the Board persons to fill vacant officer positions until the next election cycle. He wishes to appoint Tony Beatty to be Treasurer following David Turpin's departure.

This request to approved Beatty's appoint was seconded by Inman and the motioned carried.

Treasurer's Report:

Beatty presented the audit completed by A.T. Allen for Board approval.

Motion: Wolstenholme acknowledged receipt of audit.
Second: Noel seconded and the motion carried.

The financial report was presented for approval.

Motion: Hoffman moved and Graves seconded a motion for approval of the financial report. Motion carried.

Executive Director's Report:

Culbreth discussed the findings by the NC Auditor.

Culbreth presented the numbers from the 2013-2014 annual report and the report for the Q1.

Education/Legislative Update:

Cloud discussed the effects of the latest November election of the NC General Assembly.

He discussed an initiative by the Governor and Fmr. Lt. Governor Gardiner that is targeting and reducing underage drinking.

He stated that Board Member Mooring, among others had done work in preserving funding for the ADATC's. Cloud also noted movement to further expand work with mental health and addictions in the NC Department of Public Safety.

He presented on the continued discussions on Medicaid Reform by the Legislature and Governor McCrory and HHS Director Vos. Finally, Cloud discussed the forthcoming report from the Performance Evaluation Division regarding consolidation and or elimination of Boards. Holton requested that staff include Board members in interviews, surveys, and questionnaires sent from PED and other evaluation committees.

Executive Committee Report:

Wolstenholme reported on the budget adjustments that had recently been approved in the last meeting. She reported that the Board would allocate those funds to a private investigator.

Wolstenholme also reported on the Ethics Committee's request for additional resources for clerical and case management duties. That request would go to the Finance Committee.

Ethics Committee Report:

Inman reported on all the measures the Committee has taken to expedite cases.

Nominations and Elections:

Bolton reported on the Annual Training Event.

Quality Assurance Committee:

McGill presented a recommendation that an applicant be sent to the Office of Administrative Hearing. Motioned carried.

McGill presented a draft of the Credential Procedures Manual that is to be placed online.

Standards Committee:

Bly-Herman was not present and Noel had lead the meeting and presented on the Committee's work.

IC&RC Update:

Graves reported on the strategic planning committee of the IC&RC. He asked that the Board make an official response to the recommendations of the IC&RC.

Legal:

Christian presented on draft Rules. Beatty motioned for approval with authorization for the staff attorney to make technical changes. McGill seconded the motion and it carried. The Board therefore adopted changes to 21 NCAC 68. 0101. The Board adopted new rules 21 NCAC 68 .0227 and 21 NCAC 68 .0228.

Deemed Status Reports:

Gordon presented on changes at the NBCC. Holton reported on NASW. McGill reported on NAADAC and their impaired professionals program. Peck spoke on the continued effort towards recognition by ANCC of InterNSA's addictions credential and the Annual Conference of IntSNA.

RECESS FOR LUNCH**HEARING FOR JAMES LANE****Adjournment:**

Motion: Inman moved to adjourn, Ebron seconded and motion carried.