

**North Carolina Substance Abuse Professional Practice Board
Meeting Minutes
Sheraton Imperial Hotel, Durham, North Carolina
12:00pm, March 8, 2019**

Members Present: Laura Veach, Mark Crabtree, Mary Jane McGill, Dottie Saxon Greene, Dale Willetts, Carol Hoffman, Joe Leblanc, Kate Gomes, Lea Tackett, Al Mooney, Richard Hicks, Geri Miller, Anthony McLean, Angie Banther, Jane Peck, Starleen Scott Robbins, John Sanders, Flay Lee, David Turpin

Members of Public: Jeff King, Courtney Zono, Andy Edwards, Crystal Staton, Sarah Dunlap, Jae Cao

Staff: Barden Culbreth, Katie Gilmore, Randolph Cloud, Nelson Harris

Call to Order: President Laura Veach called the meeting to order at 12:16pm.

Ethics Awareness Statement: President Veach read the Ethics Awareness Statement and asked for conflicts and potential conflicts. Hearing none, the meeting continued.

Welcome and Introductions

Approval of the Agenda: Flay Lee motioned to approve the agenda. Mark Crabtree seconded, and the agenda was approved.

Hearing- Bennett Sliter. Carol Hoffman motioned to revoke, Angie Banther seconded. Mark Crabtree and Dale Willetts abstained from voting, in their role as former and current Ethics Chair. Credential was permanently revoked,

Hearing – Steve Tyndall. Dale Willetts abstained from vote. Angie motioned to revoke, David Turpin seconded. Motioned passed. Credential was permanently revoked.

Hearing – Sara Caudill. Geri Miller recused herself from Hearing. Credential revoked following motion from David Turpin, Jane Peck seconded. Dale Willetts and Mary Jane McGill recused themselves from vote.

Approval of Previous Meeting Minutes: Geri Miller motioned to approve previous meeting minutes. Starleen Scott Robbins seconded. The minutes were approved.

Financial Report: Treasurer Johnny Bass was unable to attend and asked Barden to present in his place.

Mark asked about some line items in Expenses which were above 100% of budget projection. Barden explained the consultant line item was higher than anticipated.

Mary Jane asked if all fee increases were now uniform across all credentials. Barden reported they were all in effect and uniform.

Flay asked if Board can explore new sources of revenue. Discussion followed.

Angie asked about Board reviewing insurance proposals. Barden reported that the office can do that.

Government and Policy update: Randolph Cloud provided update from the NC General Assembly and the state's budget process. Discussion followed.

Administrators Report: Barden reported on the annual LearningBuilder usage statistics and the upcoming LearningBuilder Academy. Katie updated the Board members on Marcie's new baby, Avaleigh.

Committee Reports-

Standards Committee: Dottie Greene reported on a new Criteria C application from UNC-Pembroke. There were some questions from the committee which will be addressed. The application will then be re-submitted for approval.

Ethics Committee: Dale Willetts provided an update on committee actions for the Quarter. The subcommittee continues to meet on a monthly basis and handle complaints and investigations.

Quality Assurance Committee: Mary Jane McGill presented to the Board on ongoing work from the committee. There was discussion of liability between supervisors and supervisees, which Nelson was able to assist. QA is also developing an action plan for moving persons out of Registered status to full license and certification. QA also discussed an improvement in LearningBuilder to remove Registered persons off database when they do not have supervision contract. McGill also provided update from the recent Clinical Supervision Task Force Meeting in Burlington at Cardinal Innovations.

Nominations and Elections Committee: Jane presented the 2019 Election schedule and announced that a scholarship was given to Donna Brown for participating in the Clinical Supervision Task Force survey.

Unfinished Business:

Rules – Barden will prepare another batch of Rules for review at the next meeting. Discussion followed.

New Business:

Barden reported that Elizabeth Ramos staffed a booth at NCSU School of Social Work's conference.

Geri Miller presented her concerns about schools and conferences that needed to embrace the Certified Peer Support Specialist (CPSS) in their curricula. Laura asked for a Task Force to be created to examine these concerns, to include CPSS engagement in the workforce.

Discussion followed.

Kate Gomes, Geri Miller, Al Mooney, and Flay Lee are tasked with leading this study. Laura asked that the Task Force also refer to the Practice Act and the Board's Rules for the limits of jurisdiction.

Barden presented a question to the Board, to clarify a Certified Substance Abuse Counselors' provision of problem gambling assessment and treatment to substance use disorder clients.

Discussion followed. The Board clarified that this problem gambling screening was within the scope of a Certified Substance Abuse Counselor according to the DSM-5.

Laura asked that the Board publish clarification on scope information for the public.

Laura asked that the Board members use their positions to urge the NC Attorney General to direct money from state opioid lawsuits against pharmaceutical manufacturers to prevention and treatment programs in the state to address opioid crisis.

Next Meeting: 12pm, Friday, June 14th, 2019. Sheraton Imperial, Durham.

Adjourn: Mary Jane motioned to adjourn. Dottie Green seconded and the meeting ended.

North Carolina Substance Abuse Professional Practice Board

12:00pm, June 14, 2019

Sheraton Imperial, Durham, NC

Meeting Minutes

Members Present: Laura Veach, Mark Crabtree, Carol Hoffman, David Turpin, Geri Miller, Elizabeth Ramos, Starleen Scott Robbins, Angie Banther, Flay Lee, Anthony McLean, Lea Tackett, Dale Willetts, Cheryl Gentile, Mary Jane McGill, Jane Peck, Dottie Saxon Greene, Brenda Smith-Williams, Richard Hicks, John Sanders, Joe Leblanc, Kate Gomes

Absent (excused): Smith Worth, Fran Gordon, Al Mooney, Johnny Bass

Staff: Barden Culbreth, Katie Gilmore, Marcie Murfin, Randolph Cloud, Nelson Harris

Public: Steve Mange, Haley Gintis, Leon Jacobs

Call to Order: President Laura Veach called the meeting to order.

Ethics Awareness Statement: President Veach read the Ethics Awareness Statement and asked for conflict of interest or appearances of conflict. Hearing none, the meeting continued.

Presentation from Attorney General's Office: Laura asked Randolph Cloud to introduce Steve Mange, Senior Policy and Strategy Counsel for NC Attorney General Josh Stein. Mange presented to the Board an overview of the agency's efforts to combat the opioid crisis. He specifically spoke on the agency's new website: www.morepowerfulnc.org

Approval of Agenda: Dottie Greene motioned to approve the agenda. David Turpin seconded the motion and the agenda was approved.

Hearing – The Board held a Hearing to consider the Administrative Law Judge's recommendation in the case of Leon Jacobs. Motion to accept the OAH recommendation: Mary Jane McGill motioned to accept the judge's recommendation not to revoke Mr. Jacob's LCAS, seconded by Angie Banther. A vote was held with one vote against and one abstention. Leon Jacobs addressed and thanked the Board.

Approval of the Previous Meeting Minutes: Elizabeth Ramos motioned to approve, Dale seconded and the previous meeting minutes were approved.

Treasurer's Report: Barden presented the Financial Report on behalf of Treasurer Johnny Bass. Barden presented the proposed budget for FY19-20. Discussion followed. Elizabeth asked that Barden speak with Paypal about credit card processing fees. Cheryl Gentile motioned to approve the budget. David Turpin seconded and the budget was approved.

Announcement of Election Results: Laura recognized Jane Peck who presented the results of the 2019 Board Election. The At Large seat was awarded to Danny Graves. Stephanie Robinson also won a Board seat. Kate Gomes and Elizabeth Ramos were also elected to their second terms.

Officers Election: Angie Banther motioned to accept the nomination of Mark Crabtree and Johnny Bass for Vice President and Treasurer, respectively, from the Officers Nomination and Election Committee.

Elizabeth Ramos seconded, and the officers were re-elected unanimously. Note: This is Mark's first full-term as Vice President, and Johnny's second full-term as Treasurer.

Readoption of Rules: Barden presented the rules package (.0216, .0217, .0220, .0221, .0222, .0223, .0224, .0225, .0226, .0227, .0227, .0228, .0301, .303, .0304, .0307) for the Board to approve. Laura asked for motion to re-adopt. Mark motioned for approval. Cheryl seconded. The rules were approved as re-adopted.

Government and Policy Update: Randolph thanked Laura and her faculty and students for visiting the NC General Assembly. He then provided some updates about the legislative session as it relates to the budget and occupational licensing boards.

Randolph asked that Barden present on a House Bill, H678, that would specifically affect the NCSAPPB. This bill contained language that would establish an impaired professionals' program, update Board name and clinical terminology, sunset the antiquated CSARFD credential, and substantially restructure the Board to comport with other occupational licensing board standards.

Discussion followed.

Some board members expressed frustration that they felt there wasn't enough prior notification of these changes.

Laura Veach and Mark Crabtree spoke about the Executive Committee's review of the proposed language and desire of the legislature to address the composition of the Board if any statutory changes were to be considered. President Veach reported that timeliness required the Executive Committee of the Board to review and approve the proposed language.

Cheryl Gentile was recognized and stated it was time for the Board to considering transformative steps and that she supported the legislation.

Richard Hicks described how the psychology board was appointed by the NC General Assembly and Governor; that it did not elect its membership.

Barden gave several examples of exposure the Board had based its current structure, and provided background of the US Supreme Court case, *Federal Trade Commission vs. the NC Dental Board*.

Discussion followed.

Randolph reminded the Board members that the Board was created by the NC General Assembly which had the authority to make these changes to the Board.

Laura asked Barden to present the update from the Board office.

Administrators Report: Barden asked that the Board stick around for a Board photo at the close of the meeting.

Committee Reports

Standards Committee – Dottie was recognized and thanked the Board office for their accessibility. She provided a committee update, including two Criteria C schools and three schools up for review. Kate Gomes has agreed to be the new Standards Chair.

Ethics Committee – Dale thanked the Board for their support and work together over the years. He also provided an update on the case work of the committee.

Quality Assurance Committee – Mary Jane thanked the Board for the opportunity to serve. Flay Lee will be the new chair of this committee. She provided the committee update on applicants who did not qualify for immediate access to the process. Discussion followed on associate programs in SUD.

Nominations and Elections Committee – Jane was recognized and thanked the Board for her time on the Board.

Unfinished Business –

Peer Support Specialist Report – Kate Gomes presented a report on Peer Specialist credentials. She had several certification models from various states for the Board to consider. She also discussed liability concerns for the Board. The report was presented to the Board chair and would be disseminated to the board later. Discussion followed. Starleen noted the division wanted to coordinate with the any action the Board decides to take.

Gambling Disorder Counseling – Cheryl motioned to table this discussion, and Turpin seconded. Discussion on this scope of practice question was tabled due to time consideration.

New Business –

Nelson presented an order for the Board to consider sending to Department of Public Safety to release documents in an Ethics Case. Elizabeth motioned to approve, and Dottie seconded, and the order was approved.

David Turpin was recognized and provided an update from IC&RC, which is restructuring and addressing its own unusual structure and liability issues.

Adjourn – Cheryl motioned to adjourn. Dottie seconded and the meeting ended.

North Carolina Substance Abuse Professional Practice Board
12:00pm. September 13, 2019
Durham, NC

Board Meeting Minutes

Members Present: Laura Veach, Mark Crabtree, Elizabeth Ramos, Flay Lee, Kate Gomes, Lynn Jones, Danny Graves, David Turpin, Stephanie Robinson, Johnny Bass, Richard Hicks, Anthony McLean, Michael McGuire, Carol Hoffman, Geri Miller, Al Mooney, Sylvia Parsons

Members Absent: Brenda Smith Williams, Cheryl Gentile, Fran Gordon, John Sanders, Starleen Scott Robbins, Angie Banther

Staff: Barden Culbreth, Katie Gilmore, Nelson Harris, Randolph Cloud

Call to Order: President Laura Veach called the meeting to order and read the **Ethics Awareness Statement**. She asked members if there were any conflicts of interest or potential conflicts. Elizabeth Ramos said she would abstain from voting in an Ethics Hearing before the Board today.

Welcome and Announcements

Introductions: Board members and staff introduced themselves to the newly elected and appointed Board members

Swearing in of new Board Members: Board Counsel Nelson Harris swore in the new members with Laura administering the oath. New members sworn in at this meeting: Danny Graves, Lynn Jones, Stephanie Robinson, Dennis Hagarty, and Michael McGuire.

Oath of Elected Offices: Nelson Harris and Laura Veach administered the oath of office to Mark Crabtree and Johnny Bass, elected to second terms for Vice President and Treasurer, respectively.

Board Orientation: Barden Culbreth provided a brief orientation training in accordance of NCGS 93B, Nelson provided information on the State Tort Claims act.

Nelson then gave an overview on ratified House Bill 770 which changes the way all occupational licensing boards must consider applicants with criminal histories. He will be working with staff and committee chairs to develop a new application procedure for applicants who are “denied” based on criminal history. “Denied” applicants will have a wide array of options to contest the Board’s decision. Much of this bill will invalidate our Administrative Rule .0216.

Laura then described her experience at the Occupational Licensing Board seminar in the Spring.

Approval of the Agenda: David Turpin motioned to accept, Flay Lee seconded and the agenda was approved.

Disciplinary Hearing – *The Board considered the case of William Faulkner, Certified Substance Abuse Counselor, upon recommendation from the Office of Administrative Hearings is to revoke the credential,*

the Board accepted this recommendation. Two abstentions were recorded; Elizabeth Ramos and Geri Miller.

Approval of Previous Meeting Minutes: Elizabeth motioned to accept with corrections, Mark seconded. The minutes were approved.

Treasurer's Report: Johnny Bass read the current checking balance to the Board. He then provided a quarterly update of the Board's Revenues and Expenses, followed by a description of investments and returns.

Laura discussed the Board's decision to invest much of its cash in stocks and bonds, as well as the Board's decision to no longer participate in the Division of Health and Human Services Prevention Block Grant funding.

Carol asked about plans for Board's bonds as they mature. This was then referred to the Finance Committee for consideration.

Government Policy Update: Randolph Cloud was recognized to provide an update on the NC Legislature. He introduced himself to the new members and described his role as consultant to the Board.

He provided an overview of the purpose of occupational licensing boards as well as recent scrutiny in how Boards and Board members are supervised by the NC General Assembly. He described specific legislation now moving through the NC General Assembly which would alter the way the Board is composed. Stephanie asked if there were specific dates to go into effect. Barden reported that the language was not final, but it was to be some time in 2020 or 2021.

Administrator's Report: Katie Gilmore turned her report over to David Turpin to talk about the ICRC. The ICRC semi-annual meeting will be held in Savannah, GA on October 28th and 29th.

Committee reports:

Standards Committee: Chair Kate Gomes presented a summary of the Standards Committee meeting. The Committee held a video conference with three Criteria C schools for an update on their program since approval. Those programs were Wake Forest University, East Tennessee State University, and East Carolina University (Master of Rehabilitation Counseling). Kate reported that all three presented impressive progress reports and graduates were reporting a steady career placement outlook.

Ethics Committee: Chair Elizabeth Ramos presented a report from the Ethics Committee meeting. Activity since the last meeting: Sixteen cases closed. Twenty-one cases opened; of these: Nineteen were complaint driven and two were self-reports. There have been two investigative sub-committee meetings since the June meeting, including one informal meeting with complaint respondent. For aged cases, there are two cases over six months old.

Quality Assurance Committee: Chair Flay Lee reported on the activity of the QA Committee. One application was discussed. Nelson would be developing a follow-up letter for the applicant. The committee discusses ways to securely communicate with applicants that have criminal histories.

Nominations and Elections: Richard Hicks is the new chair of the committee. The committee had no agenda items and did not need to meet.

Unfinished business: Gambling Disorder Scope of Practice –Board still reviewing.

Adjourn: Elizabeth motioned to adjourn. Johnny seconded, and the meeting ended.

Next Meeting: December 6th, 2019, 12:00pm. Sheraton Imperial, Durham.

North Carolina Substance Abuse Professional Practice Board
Sheraton Imperial, Durham, NC
12:00pm, December 6th, 2019

Members Present: Laura Veach, Mark Crabtree, Carol Hoffman, Johnny Bass, Kate Gomes, Elizabeth Ramos, Angie Banther, Starleen Scott Robbins, Cheryl Gentile, Lynn Jones, Danny Graves, Geri Miller, Stephanie Robinson, Fran Gordon, Sylvia Parsons, Lea Tackett, Al Mooney, Michael McGuire, David Turpin, Dennis Hagarty, and Anthony McLean. *Absent: Flay Lee, Brenda Smith Williams, Richard Hicks*

Staff: Barden Culbreth, Katie Gilmore, Marcie Blevins, Randolph Cloud, Nelson Harris

Members of Public: Joe Jordan, Professionals Health Program

Call to Order: President Veach called the meeting to order at 12:00pm.

Ethics Awareness Statement: Veach read the Ethics Awareness Statement and asked for conflicts or appearances of conflicts regarding today's business. Hearing none, the meeting continued.

Approval of Agenda: Angie Banther motioned to approve. Fran Gordon seconded, and the agenda was approved.

President Veach recognized Joe Jordan, LCAS CCS, Director of the Professionals Health Program, to provide an overview of their services.

Presentation by Joe Jordan, Professionals Health Program

Approval of the Previous Meeting Minutes: Geri Miller asked some clarifying questions on parliamentary procedure in the previous meeting and identified typos for correction. Kate Gomes motioned to approve the minutes with corrections. Mark seconded, and the motion carried.

Treasurer's Report: Johnny Bass was recognized to deliver the Treasurer's Report. Johnny told the Board that an increase in end of the year renewals would close much of the deficit in revenue to expenses, resulting in net gain for the fiscal year, June 30, 2020. He provided an update on the Board's Investments and recommended the Board continue with its laddering of bonds.

Angie Banther described how the effects of the Board's historical July 1 and January 1 renewals would lead to peaks in revenue for the Board during the year. She asked if the new rolling dates for new credentials would stabilize revenue. Discussion followed, but it was agreed Board revenue would peak in December and June for the foreseeable future.

Government and Policy Update: Randolph Cloud was recognized for discussion of policy at the state and federal levels. Barden provided a summary on Senate Bill 537, with instructions on how board members are to be appointed in the newly constituted Board which would convene after July 1, 2020.

Discussion followed. Several Board members expressed confusion about how members would come off the Board, how appointments would work, how committees would be composed, etc.

Main Points:

- All current board member terms will end on June 30, 2020.

- Board members interested in serving on the new Board were encouraged to contact their state legislators during the upcoming legislative session (Spring - Summer 2020) and request appointment. They were also encouraged to contact the Governor's office.
- The new Board will need to evaluate and assess its bylaws to determine committee responsibilities.

Geri Miller asked the Board members to quietly reflect on the Board's history and the role it has played in the Board members' lives. President Veach then called for a moment of silence.

Further discussion followed, including when name changes would take effect (January 1, 2020), how Rules would be affected, and if there would be transition roles for Board members.

With no motion being considered, President Veach asked the Board to move forward with the business of the Board. Secretary Carol Hoffman volunteered to work with the Board office to draft an announcement to the larger professional field of the changes made to the Board.

Standards Committee: Committee Chair Kate Gomes was recognized. She described the Committee's work with an application for Criteria C from UNC-Pembroke. The committee also reviewed the procedures to review/renew Criteria C Schools on a 3-year rotation, and what information should be submitted for this requirement.

Ethics Committee: Committee Chair Elizabeth Ramos provided an update on the committee's work investigating and resolving ethical complaints. Board members asked how they could help reduce the number of ethical complaints. Discussion followed on how to standardize and elevate the role of supervision.

Quality Assurance Committee: Committee member Mark Crabtree reported on the committee's work as the Committee Chair Flay Lee was not in attendance. Specifically, the committee examined how recent legislative changes (House Bill 770) would change the way the Board handles applicants with criminal histories.

Nominations and Elections Committee: No committee meeting was held.

Unfinished Business: The Board continues to review its scope of practice regarding Gambling Disorder. No report was presented at this time.

New Business: President Veach reported that the NCLPC Board has also changed its name and is now authorized to contract for an impaired professionals' program. These changes were part of the same package legislation (S537) that changed the NCSAPPB.

Geri asked the Board to remember and acknowledge Worth Bolton's passing. The Board members each shared one word about Worth, as well as some brief stories. The memorial will be held on January 4th, 2020 at the UNC School of Social Work at 2pm.

Discussion followed on Peer Recovery Certification. No action taken.

Adjourn: David Turpin motioned to adjourn. Mark Crabtree seconded, and the meeting ended.

Next meeting: 12PM January 24, 2020 at the Sheraton Imperial in Durham, NC