

**MEETING MINUTES**  
**TENNESSEE BOARD OF ALCOHOL AND DRUG ABUSE COUNSELORS**

**DATE:** April 4, 2022  
**TIME:** 9:00 A.M.  
**LOCATION:** Health Related Boards Conference Center  
Iris Room, 665 Mainstream Drive  
Nashville, TN 37243

**BOARD MEMBERS**

**PRESENT:** Dr. Mark Loftis, LADAC, Chair  
Dr. Jane Abraham, LADAC,  
Mr. Major McNeil, Citizen Member  
Ms. Britney Baker, LADAC  
Mr. Terry Kinnaman, LADAC

**STAFF**

**PRESENT:** Diana Hunley, Unit Director  
LaTonya Shelton, ASA3  
Paul Richardson, Associate General Counsel

Ms. Diana Hunley, Unit Director called the meeting to order at 9:00 a.m. Ms. Hunley determined that a sufficient number of members were in attendance to constitute a quorum. Members were advised to identify themselves before they spoke. The meeting was then turned over to Dr. Mark Loftis, Chair of the Board.

**Minutes**

The Board tabled the January 21, 2022 meeting minutes until the next scheduled meeting on July 15, 2022

**Office of General Counsel (OGC)**

**Conflict of Interest**

A circumstance in which a Board member's individual interest impairs or impedes, or gives the appearance of impairing or impeding, his or her ability to make full, unbiased decisions or to provide full, unbiased service to the Board.

### **Litigation**

OGC currently has two (2) open cases concerning the Board of Alcohol and Drug Abuse Counselors. There are no Orders nor cases to hear today.

### **Rules**

The rules are still in review.

### **Office of Investigations**

Mr. Rodger Knowlton stated that four (4) new complaints was opened and closed five (5). Out of the five (5) that was closed one (1) as sent to investigations; one (1) was closed with a letter of concern; and three (3) was closed with no action. Mr. Knowlton also informed the Board that letters of concern are not reportable to the National Practitioner Data Bank. Dr. Loftis the Board chair asked Mr. Knowlton if they were seeing any trends over time any increase or decrease in their area and the answer was no its steady. Mr. McNeil the Citizen Member stated that he was curious about what type of complaints the office receives. M. Dorsey Luther informed the Board that all complaints are confidential until they are brought before the Board.

### **Financial Report**

Mr. Matthew McSpadden the new fiscal manager reviewed the mid-year FY2022 Financial Report for revenue and expenditures. The Board incurred total direct expenditures of \$39,562.71 and allocated expenditures of \$7,165.58 for total expenditures of \$46,728.29 mid fiscal year ending June 30, 2022.

The projected financial report indicated fiscal year ending June 30, 2022 the Board Fee Revenue totaled \$103,620.00 current year net \$10,163.41 with a cumulative carryover of \$150,537.39.

### **Administrative Report**

Ms. Diana Hunley stated there are 508 licensees; two (2) level one application; six (6) level two applications; two (2) reciprocity applications and three (3) reinstatement applications.

Ms. Diana Hunley stated fourteen (14) licenses have been issued; two (2) retired; two (2) expired; six (6) qualified clinical supervisors; thirty-five (35) renewals and, zero (0) denials. Ms. Diana Hunley informed the Board there were eight (8) renewed through revenue, One (1) cash office and twenty-six (26) online renewals.

Ms. Diana Hunley stated the next meetings are July 15, 2022, and October 21, 2022.

### **Ratify newly licensed/reinstated applications**

Mr. Major McNeil made a motion, seconded by Dr. Jane Abraham, to approve the following newly licensed applicants. The motion carried.

### Level 1

Will Campbell  
Samuel Hart  
Rachel James  
Cayce Barch Leon  
Heather Loveland  
Rebecca Suzanne Naylor

### Voluntarily Retired

Kristopher Garrette Debord  
Stacy M. Lee

### Reinstatement

Cheryl L. McCroskey

### Level 2

Melody Castle Kestner  
Mary Katheryn Laremore  
Vicki Renee Taylor  
Carolene June Welsh  
Alicia Willis

### Upgrades

Shannon Cullers  
Angel Wilson

### Application Review

Upon review of the application of **Ms. Deborah Driggs**, Mr. Terry Kinnaman made a motion, seconded by Mr. Major McNeil to approve Ms. Driggs to sit for the Level 2 written exam. The motion carried.

Upon review of the application of **Ms. Demetria Fields**, Dr. Jane Abraham made a motion, seconded by Mr. Terry Kinnaman to approve Ms. Fields to sit for the Level 2 written exam. The motion carried.

Upon review of the application of **Mr. Trey French**, Dr. Jane Abraham made a motion, seconded by Mr. Major McNeil to approve Ms. Fields to sit for the Level 2 written exam. The motion carried.

### Continuing Education Program

After a lengthy discussion with Ms. Lisa D. Peden, B.S., LADAC II, CADC II, QCS regarding her Eight Domain LADAC I & II Licensure Preparation Course. This training course will allow future LADAC applicants to get the required training hours in the eight domains that are needed for licensure. Dr. Jane Abraham made a motion to accept Ms. Lisa D. Peden eight domain licensure preparation course and Mr. Major McNeil seconded the motion. This motion carried.

### General Discussion

Dr. Loftis asked how the Board can best serve at the Journey Together Conference this year. After a brief discussion, at least three (3) Board members, Board Legal Counsel and Board Administrative Staff will attend the conference on August 29, 2022. The conference will be August 29<sup>th</sup> - September 1st 2022 at the Marriott Hotel, Cool Springs, TN.

The Board also voted that Ms. Britney Baker, Mr. Terry Kinnaman and Mr. Major McNeil will attend the Smoky Mountain Conference on April 20, 2022.

With no other business to conduct, the meeting was adjourned at 10:52 a.m. The next meeting is July 15, 2022 at 9:00 a.m. at 665 Mainstream, Ground Floor, Nashville, Tennessee

*These minutes were ratified at the July 15, 2022 Alcohol and Drug Abuse Counselor Board meeting.*