

MEETING MINUTES
TENNESSEE BOARD OF ALCOHOL AND DRUG ABUSE COUNSELORS

DATE: January 18, 2019
TIME: 9:00 A.M.
LOCATION: Health Related Boards Conference Center
Poplar Room, 665 Mainstream Drive
Nashville, TN 37243

BOARD MEMBERS

PRESENT: David Brown, LADAC, Chair
Ella Bentley, LADAC, Secretary
Major McNeil, Citizen Member,
Dr. Jane Abraham, LADAC, NCAC II

ABESENT MEMBER: Thomas Corman, LADAC

STAFF

PRESENT: Latonya Shelton, ASA 3
Teddy Wilkins, Unit Director
Caroline Tippens, Assistant General Counsel

Ms. Teddy Wilkins, Unit Director called the meeting to order at 9:09 a.m. Ms. Wilkins determined that a sufficient number of members were in attendance to constitute a quorum. Ms. Wilkins asked staff to introduce themselves: Teddy Wilkins, Unit Director; Latonya Shelton, ASA3, Caroline Tippens, Assistant General Counsel.

Election of Officers

Mr. McNeil made a motion to nominate Mr. Brown as Chair. A roll call vote was held and the motion carried.

Mr. McNeil made a motion, seconded by Mr. Brown, to nominated Ms. Bentley as secretary. A roll call vote was held and the motion carried.

Mr. Brown thanked Ms. Phipps for her work on the Board, as a Board member, Board Chair, and LADAC practice in Tennessee.

Minutes

Upon review of the July 13, 2018 minutes Mr. McNeil made a motion, seconded by Mr. Brown to approve the minutes as written. The motion carried.

Office of General Counsel (OGC)

Ms. Tippens also discussed the conflict of interest policy with the board members:

PURPOSE: To assure that the individual interests of board members do not conflict with or have the appearance of conflicts with their responsibilities to the Board to which they are appointed.

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. Each board member shall disclose to the Board on a case-by-case basis, any personal relationship, interest or dealings that impairs or impedes, or gives the appearance of impairing or impeding, his or her ability to make full, unbiased decisions on a matter. Any board member who has a conflict of interest as defined above must recuse himself/herself from any matter and is prohibited from participating in any discussion or vote on the matter, and shall leave the hearing room during the discussion or vote. It is improper for any board member having a conflict of interest to attempt to influence another board member at any time, including prior to the discussion on the matter for which the conflict exists.

Litigation

Ms. Tippens informed the Board there are no cases currently in the Office of General Counsel pertaining to licensed alcohol and drug abuse counselors.

Legislation

Ms. Tippens stated that Legislative Session began on January 8, 2019. As of yet, no legislation has been filed pertaining to licensed alcohol and drug abuse counselors.

Rules

Ms. Tippens informed the Board that the rules pertaining to Public Chapter 396, the “Kenneth and Madge Tullis, MD, Suicide Prevention Training Act;” Public Chapter 215 adopting National Association for Addiction Professionals (NAADAC) and the National Certification Commission for Addiction Professionals (NCC AP) Code of Ethics; and Public Chapter 350 allowing healthcare providers to satisfy continuing education hours through performance of voluntary healthcare services have been reviewed by the Attorney General’s Office. Minor changes were made and resubmitted back to the AG for approval. Once the AG approves, the rules will be posted to the Secretary of State’s website and will be final in ninety (90) days, pending the review and approval of the Government Operations Committee.

Office of Investigations

Ms. Leonard stated her office had a total of six (6) new complaints opened for the year 2018 Ms. Leonard informed the Board that she is currently monitoring one (1) practitioner; there are five (5) open complaints and five (5) closed.

Administrative Report

Ms. Shelton stated there are 451 licensees; three (3) level one applications; seven (7) level two applications; one (1) reinstatement applications, one (1) upgrade application and three (3) reciprocity application.

Ms. Shelton stated nine (9) licenses have been issued; four (4) retired; nine (9) expired; nineteen (19) renewals and, two (2) denials. Ms. Shelton informed the Board that when online renewals went live on March 22, 2018 there was a coding error. The vendor is aware and they are actively working to resolve the issue to accurately reflect the online renewal numbers. At this time there is no mechanism in place.

Ms. Shelton stated the next meeting is: April 5, 2019; July 13, 2019 and October 11, 2019.

Ratify newly licensed/reinstated applications

Mr. McNeil made a motion, seconded by Ms. Bentley, to approve the following newly licensed applicants. The motion carried.

Level 1

Thomas Holden-Hollowell

Level 2

Amber Barnett
Mary Capers
Meosha Johnson
Monique Montgomery
Kelsey Rivers
Donald Winkler
Polly Yarbrough

Upgrade

Ms. Bentley made a motion, seconded by Mr. McNeil, to approve the following upgraded applicants. The motion carried.

Zachary Ragan

Reinstatements

Ms. Bentley made a motion, seconded by Dr. Abraham, to approve the following reinstated applicants. The motion carried.

Irene Bernard
Cory Jones

Vincent Sims
Nancy Smith

Discussion

Mr. Brown made a motion to table the discussion regarding educational requirements for licensure until the April 5, 2019 meeting. Mr. McNeil seconded the motion. The motion passed unanimously.

Application Review

Upon review of the application of **Ms. Staci Breznika**, Mr. McNeil made a motion, seconded by Ms. Bentley to approve Ms. Breznika to sit for the Level 2 written exam. The motion carried.

Upon review of the application of **Ms. Erica Cotton**, Ms. Bentley made a motion, seconded by Mr. McNeil, to approve Ms. Cotton to become licensed by reciprocity. The motion carried.

Upon review of the application of **Ms. Kecia Harris**, Mr. McNeil made a motion, seconded by Ms. Bentley, to approve Ms. Harris to sit for the Level 1 written exam. The motion carried.

Upon review of the application of **Ms. Samantha Monday**, Ms. Bentley made a motion, seconded by Dr. Abraham, to approve Ms. Monday to sit for the Level 2 written exam. The motion carried.

Upon review of the application of **Ms. Kimberly Moore** Mr. Brown made a motion, seconded by Dr. Abraham, to approve Ms. Moore to sit for the Level 1 written exam. The motion carried.

Upon review of the application of **Mr. Matthew Shuter** Mr. Brown made a motion, seconded by Ms. Bentley, to approve Mr. Shuter to sit for the Level 2 written exam. The motion carried.

Upon review of the application of **Mr. Cole Szabo** Dr. Abraham made a motion, seconded by Mr. McNeil, to approve Mr. Szabo to sit for the Level 1 written exam. The motion carried.

Upon review of the application of **Ms. Britney Taylor** Mr. Brown made a motion, seconded by Mr. McNeil, to approve Ms. Taylor to sit for the Level 2 written exam. The motion carried.

With no other business to conduct, the meeting was adjourned at 10:03 a.m. The next meeting is April 5, 2019 at 9:00 a.m. at 665 Mainstream, Ground Floor, Nashville, Tennessee

These minutes were ratified at the April 5, 2019 Alcohol and Drug Abuse Counselor Board meeting.