

**Chemical Dependency Professionals Board Meeting**  
**MINUTES**  
**November 4, 2016**

**Members present:**

Bobbie Boyer	Ginger Ross	Paul Schoonover
Wendy Haynes-Britton	Greg Hogg	Tamie Sullivan
Hope Taft	Robb Yurisko	Max Cortes

**Members absent:** Debbie Thompson, Joyce Starr, Alex Bishara

**Others present:** Amanda Ferguson, Bobby Robbins, Keith Warren/Student, Demetri Clark/Student

The meeting of the Chemical Dependency Professionals Board convened at the Vern Riffe Center, Columbus, Ohio on 11/04/16 at 10:15 a.m.

**Call to Order:** Chair B. Boyer

**Announcements:**

B. Boyer welcomed new Board Member Paul Schoonover

**Motion:** To approve the August 12, 2016 Minutes  
W. Haynes-Britton, G. Ross

APPROVED

J. Starr was not in attendance but she e-mailed the OhioMHAS Report to the Board.

A. Ferguson gave the Treasurers Report. There is a new credit card process, new eLicensing system and electronic check process that is affecting reconciliation of revenue for the first quarter of the fiscal year. A. Ferguson is working with the Treasurer's Office and the banks that manage these services to resolve the matter. FY17 expenses are reconciled but revenue will not be accurate until a solution is found. FY16 is accurate with revenue to cover expenses ultimately resulting in an \$88,000 profit. FY18 and 19 Budget recommendations have been submitted. To summarize, FY18&19 budget option A submission allows the board to request 100% operating cost for FY17. This would result in cuts to staffing in order to accommodate other fixed costs. The FY18&19 budget option B submission represents actual expenditures necessary to operate the board.

The Board discussed both submission options and A. Ferguson explained that eLicense fees and credit card processing fees will increase significantly in this budget period. While there may be an opportunity to reduce personnel costs down the road due to efficiencies created by the new system, A. Ferguson indicated call volume and staff time spent with customers has significantly increased as they help licensees adjust to the new online system.

**Motion:** To approve Treasury Report  
H. Taft, P. Schoonover

APPROVED

B. Boyer summarized A. Ferguson's Executive Director Annual Performance Review and Board Members shared comments about A. Ferguson's positive virtues.

B. Boyer presented the **Prevention Committee Report**. B. Boyer and A. Ferguson presented several draft rule changes resulting from the passage of HB230. The Board discussed timeline for implementation of these rule changes and dissemination to the field. A. Ferguson anticipates all can be completed by Feb/March of 2017.

**Motion:** To approve draft rule changes as presented.  
W. Haynes-Britton, G. Ross

APPROVED

A. Ferguson gave the **Treatment Committee Report**. The committee has been reviewing clinical supervision options to strengthen CDCA professionals and reduce ethics complaints. A recent field survey determined that formalized supervision, board specific ethics training and increased education for CDCAs would all help to reduce ethical misconduct.

The committee focused its last meeting on the formalized supervision recommendation and presented the Board with two information pieces it would like to distribute regarding clinical supervision: a clinical supervision overview and a clinical supervision frequently asked questions document. These documents were drawn from best practices and review of how other licensing boards address supervision nationwide.

The Board reviewed and discussed these two documents, recommended modifications and approved of the committee moving forward with publication of these documents. The committee will now begin to formalize some of these supervision requirements in rule and present at the next Board meeting. G. Hogg recommended that direct observation and maintaining supervision records be a requirement in rule. B. Boyer expressed her appreciation for the work done by the Treatment Committee.

The Board recessed for lunch at 11:40 and OCDP Staff were invited to join as an appreciation of their hard work.

Greg Hogg gave the **Education Committee Report**. The committee did not meet since the last Board meeting.

A. Ferguson presented the **Ethics Committee Report**. The Board had 1 request for consideration, 1 notice of opportunity for hearing and 3 orders on agenda for their review. The cases were voted on as follows:

### **REQUEST FOR RECONSIDERATION**

**MOTION:** To modify the consent agreement of **Giti Coons, LCDC III #101085** and allow her to take 18 hours of ethics in counseling continuing education credit in place of the college level class currently required by her consent agreement.  
H. Taft, T. Sullivan

APPROVED

(Abstain: M. Cortes, R. Yurisko)

**NOTICES OF OPPORTUNITY FOR HEARING**

MOTION: To issue a Notice of Opportunity for Hearing to **John Molnar, LCDC II #021378** for violation of 4758-8-01(B)(1)(e), (B)(1)(h), (B)(1)(j), (B)(1)(i), (B)(1)(k), (B)(1)(p), (B)(3)(l) and (B)(7)(a).  
R. Yurisko, W. Haynes-Britton  
(Abstain: M. Cortes) APPROVED

**ORDERS**

MOTION: To order the revocation of **Curtis Halsell, LCDC III #141324** for violation of 4758-8-01(B)(1)(f), (B)(1)(j), (B)(4)(a), (B)(6)(a), (B)(7)(a) and (B)(7)(d).  
G. Hogg, G. Ross  
(Abstain: M. Cortes) APPROVED

MOTION: To order the revocation of **Shirley Mannon, CDCA #150383** for violation of 4758-8-01(B)(3)(g) and (B)(3)(l).  
W. Haynes-Britton, G. Hogg  
(Abstain: M. Cortes) APPROVED

MOTION: To order the revocation of **Brandon Pittman, CDCA #100400** for violation of 4758-8-01(B)(3)(k), (B)(3)(l), (B)(6)(a) and (B)(7)(a).  
G. Ross , T. Sullivan  
(Abstain: M. Cortes) APPROVED

A. Ferguson presented the **Executive Director's Report**. She provided the Board with her written report and highlighted the information therein.

Under **Other Business**, the Board established meeting dates for 2017. A. Ferguson also reminded members to complete their ethics training requirements before the end of the calendar year.

B. Boyer adjourned meeting at 1:05 p. m.

**Next Meeting:** February 10, 2017