

**Minutes of the
Chemical Dependency Professionals Board Meeting
August 11, 2008**

Members present:

Ken Brown	Deb Chambers	Craig Comedy
John Ellis	Dianne Fidelibus	Mary Haag
Jessica Horne	Brad Potts	Dave Schaffer
Judi Smithchild	J. Craig Wright	

Members absent:

Carolyn Ireland	Richard Whitney
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Others present: Amanda Ferguson, OCDPB Staff
Mary Swank, OCDPB Staff

The meeting of the Chemical Dependency Professionals Board convened at the State Library, Columbus, Ohio on 8/11/08 at 10:00 a.m.

Chair D. Fidelibus called the meeting to order.

Approval of the 6/9/08 Minutes was motioned by J. Horne, K. Brown and approved by the Board.

D. Fidelibus gave the Prevention Committee report. She indicated that C. Comedy had agreed to chair this committee and that she hoped to see the committee begin to move again on the projects they've been tackling. The committee's next meeting is set for Sept 10th. The location is still to be determined. J. Horne stressed the importance of having geographic diversity on all working committees.

D. Fidelibus gave the Treatment Committee report. The committee does not have a next meeting date scheduled at this time. D. Fidelibus encouraged all new members to review the Board's strategic plan as much of it's content will have a direct impact on this committee. D. Fidelibus will be meeting with R. Whitney committee chair to discuss next steps for the committee.

J. Ellis gave the Education Committee report. He stated that the committee has compiled a list of colleges that are interested in master's accreditation or who have master's level addiction tracks and the committee plans to send invitations to these schools to invite them to begin the process. The committee is continuing their discussion of possible revisions to the behavioral science degree definition and will bring that before the board once fully formulated. The committee is looking at development of addiction 101

curriculum as Ohio currently does not have an addiction major at colleges. The committee will work with the Board of Regents and an advisory group to develop this curriculum. The OSU Center for Learning Excellence will be asked to facilitate the discussions. D. Fidelibus further stated that J. Ellis will be invited to join a curriculum development meeting being held by the Ohio Coalition of Associate Degree Human Service Educators.

A. Ferguson gave the Executive Director's Report. She updated the Board on the success of the new credit card payment option for licensees. The Board reviewed a new staff policy on time and attendance.

MOTION: To approve the Board Staff Time and Attendance Policy.
J. Wright, D. Schaffer Approved

The Board discussed a new project tracking matrix that B. Field is formalizing to identify and track all outstanding projects of the Board and its committees. J. Ellis suggested that all committees review the projects they have outstanding at their next committee meetings and prioritize their own projects and submit to B. Field. It was also suggested that members look at the strategic plan for priority guidance.

A. Ferguson updated the Board on several rule changes that were recently final filed and will be effective 8/17. D. Fidelibus has asked B. Field to prepare a list of projects that require rule changes and those that require statute changes. A. Ferguson announced the next ICRC meeting dates of 10/21-24 in San Diego. ICRC also just issued guidance to Board's on how to handle ICRC certificates now that they are free. The staff will work this week to begin that new process. B. Field is participating on the GLATTC Regional Advisory Board and will keep the board apprised of those discussions at future meetings. A. Ferguson shared about the staff's participation at the recent Addiction Studies Institute by exhibiting and presenting on licensure.

A. Ferguson announced that Crystal Carr from Ohio had been selected for the Distance Learning Center Scholarship which offers free continuing ed credits. This scholarship is offered once a year and Ms. Carr was selected from a pool of international candidates. A. Ferguson also shared that Max Cortes, LICDC had been selected to participate in item writing sessions with ICRC for revisions to the Clinical Supervisors Examination. A. Ferguson shared final numbers of CPM Oral Exams administered last fiscal year. Typically the board tests 150 candidates however this last fiscal year the board tested over 320.

The Board also reviewed the scores for the June written exam. The new AODA exam had a 91% pass rate in Ohio while the prevention exam had only a 36% pass rate. C. Comedy stated that the Board should revisit its consideration of eliminating the written exam as a requirement for the OCPS I level. J. Horne stated that prevention gets put on the back burner too often and that something is terribly wrong with this examination. J. Ellis stated that prevention curriculum should also be a focus of conversation. The Board talked at length about the barriers, challenges and obstacles the prevention field faces. D.

Fidelibus stressed the need for the prevention committee to look at all of these issues. C. Comedy agreed and stated the committee would bring some recommendations back to the Board at a future meeting.

The Board discussed the upcoming elimination of the CCDC I professionals. Final notices will be sent to these professionals this month and will explain their options to either convert or advance. There are around 620 CCDC I professionals remaining. The Board also discussed the board seats that will be opening up this December which include the MD seat, the LCDC II seat and two LCDC III seats. A. Ferguson will be posting an announcement of the openings on the listserv and D. Fidelibus and B. Field will be meeting with the Governor's office to discuss appointments. If any members know of professionals who may be interested, they should send their names to B. Field.

C. Comedy gave the Treasurer's Report. The Board reviewed final numbers for the last fiscal year and discussed increases in cost such as E-Licensing and decreases in revenue such as ICRC certificates that will impact future budgeting. The Board discussed possibility of looking for different office space to reduce rent costs. C. Comedy suggested that the Board tie priority of board projects to those projects which will generate revenue for future budgets. B. Potts suggested a focus on pulling in other licensed professionals for revenue increases. K. Brown suggested focusing on a marketing strategy and marketing plan as many professionals currently rely on word of mouth to get info about our licenses.

MOTION: To approve the Treasurer's Report.
J. Horne, J. Ellis Approved

Under Old Business, D. Fidelibus reminded board members that they are required to attend a 2 hour ethics training. B. Field will produce a list of when each member needs to attend their training and what trainings are currently being offered. D. Fidelibus also discussed the Executive Director's raise. The Board plans to submit a request for a 3% raise and then submit a classification change.

MOTION: To approve a 3% increase to the Executive Director's salary.
J. Wright, C. Comedy Approved

Under New Business, the Board discussed changing all future Board Meetings from Mondays to Fridays of the same week.

MOTION: To move all future board meetings to Fridays.
B. Potts, J. Wright Approved

The remaining board meeting dates for 2008 were set for October 17 and December 5. B. Field will prepare a 2009 schedule and submit for Board review at the next meeting.

A. Ferguson gave the Ethics Committee Report. The Ethics Committee proposed a revision to section 7.2.3 of the Bylaws per a recommendation by the board's attorney.

MOTION: To revise the Bylaws as follows:

7.2.3 The *Ethics Committee* shall:

- Review and recommend necessary changes to policies and procedures related to ethics issues
- Review and recommend necessary changes to the processing of ethics complaints, their investigation and adjudication as allowed by the Revised Code of Ohio
- Review ~~staff recommendations and hearing officer findings related to~~ ethics complaints, identify ethical violations and present cases to the Board for issuance of Notice of Opportunities for Hearing and/or negotiation of consent agreements.
- Make recommendations to the Board Chair and the Board as to the action to be taken and sanction to be issued.
- Dismiss cases where no violation occurred.

B. Potts, J. Smithchild

Approved

A. Ferguson presented the Board with a written overview of the ethics process from start to finish. This will help members become more familiar with this process.

MOTION: To enter executive session to discuss ethics cases.

D. Fidelibus, B. Potts

Approved

Executive Session 12:15pm – 12:55 pm.

MOTION: To approve the following ethics actions:

To re-instate the CDCA certification of Benjamin Kelch certificate #050137.

To issue NOP to Karen Miller, LCDC III #976247 for violation of OAC 4758-11-02(A) and OAC 4758-8-01(B)(f).

To issue NOP to Shawn Hoffner, CDCA #040529 for violation of OAC 4758-8-01(B)(6)(a) and OAC 4758-8-01(B)(7)(a).

To issue NOP to Teresa Sims, CDCA #050309 for violation of OAC 4758-8-01(B)(3)(b).

To issue NOP to Christina Milakovich, CDCA #070589 for violation of OAC 4758-8-01(B)(6)(a) and OAC 4758-8-01(B)(7)(a).

To issue NOP to Donna Longbrake, LCDC III #071070 for violation of OAC 4758-8-01(B)(4)(a).

To issue NOP to Wanetta Coleman, CCDC I #980147 for violation of OAC 4758-8-01(B)(3)(b) and OAC 4758-8-01(B)(3)(d).

To issue NOP to Teige Powell, CDCA #060245 for violation of OAC 4758-8-01(B)(2)(a).

To revoke the CDCA certification of Jaqueline Spade #050451 for violation of OAC 4758-8-01(B)(3)(b) & (B)(3)(d).

To issue a written reprimand via consent agreement to Jeanine Hall, CDCA #060384 for violation of OAC 4758-8-01(B)(6)(a).

To offer six month suspension, three hours of ethics education and three hours of documentation education via consent agreement effective 5/10/08 to Stefan Densmore, CCDC I #001397 for violation of OAC 4758-8-01(B)(3)(d).

C. Comedy, B. Potts

Approved

J. Horne suggested that ethics scenarios be placed on the website as learning tools for professionals. C. Comedy asked if we could market and sell ethics trainings to the field. A. Ferguson will discuss with the Board attorney.

The Board adjourned at 1pm.