

**Ohio Chemical Dependency Professionals Board
Executive Committee Meeting Minutes
January 19, 2018**

Members Present: R. Yurisko, W. Haynes-Britton, G. Hogg, A. Clark
Guests Present: L. Moore, AAG, B. Boyer

The meeting convened at the State Library in Columbus, OH at 1:05pm.

Motion: R. Yurisko moved to approve the 12/8/17 minutes. W. Haynes second the motion. The 12/8/17 minutes were approved.

A. Clark presented the Executive Director's Update. CDP is currently up to date with processing applications. Joyce Starr, OCDP Board Member was able to work with the staff to assist in processing applications. B. Boyer requested the board send a thank you note to the Addictions Round Table for offering to assist with application processing.

OH-ID will be operational on January 22, 2018. All applicants, certificate holders and licensees planning to access the eLicense portal will be required to sign up for an OH-ID account. A formal letter was sent out to the certificate holders, and licensees informing them of the new changes. The board website was updated with a new page of instructions.

A. Clark informed the committee that the testing process has changed to remove the requirement for CDP to collect the exam fees for IC&RC. As of January 1, 2018 applicants approved to take the exam will be paying IC&RC directly. An explanatory email is sent out to each applicant eligible to take the exam.

A. Clark discussed the office redesign will take place in early February 2018.

OCDP Board will enter into a contractual agreement with I-Synergy to continue the software and storage of documents in our legacy system. The system will transition all information to e-License by no later than April 1, 2018.

The staff is experiencing challenges with approved coursework that does not correspond with the information listed in CE Broker. CE Broker has updated their design to streamline their application. This is designed to reduce the number of concerns the field has with using CE Broker.

A. Clark provided a brief rule update. She stated the CDCA Clinical Supervision rule was filed with JCARR. The Volunteer rule and the Examination Remediation rules will be presented at the next board meeting. She stated the next five year rule review will be May 6, 2018.

A. Clark is working with Tammy Sullivan to begin developing a marketing plan. G. Hogg offered to assist with the marketing project.

A. Clark informed the committee that a formal response was sent to the Art Therapy group. The response stated the CDP Board was not interested in Art Therapy being included in the laws and rules under 4758.

The CDP Board discussed the impairment application questions and ways to improve the wording. A. Clark will review other licensee board's impairment questions and bring her recommendations back to the committee.

The committee discussed the reconciliation challenges the board has faced. A. Clark is working to resolve the reconciliation concerns.

The committee discussed the following 2017/2018 work plan items:

- **Board Member Appointments:** Two Board members were reappointed. W. Haynes and A. Bishara. The board currently has three vacancies. (LCDC II, Public, and Physician)
- **Officer Elections:** Officer Elections will occur at the February Board Meeting. Gregg Hogg has agreed to run for Chair for a second term. Wendy Haynes-Britton has agreed to run for Vice-Chair for a second term. The committee discussed filling of the Treasurer position. A. Clark will reach out to a couple board members to see if they are interested in running for that position.
- **Annual Bylaws Review:** The committee reviewed the board Bylaws and determined no updates were necessary at this time.

The meeting adjourned at 3:15 pm.

The next scheduled meeting is 4/20/18