

**Ohio Chemical Dependency Professionals Board  
Executive Committee Meeting Minutes  
October 17, 2013**

Members Present: K. Brown, A. Ferguson, M. Haag

The meeting convened at the Dayton Public Library in Dayton, OH at 1:00pm.

The committee reviewed and approved the 7/18/13 minutes.

A. Ferguson presented the Executive Director's update. She updated the committee on staffing indicating that Janice Thomas was now a full time employee and the Board investigator was in the second quarter of his contract for the fiscal year. She also indicated the Board had just selected a second work study student to begin working for the board. A. Ferguson updated the committee on ethics cases. She indicated that 84 cases were presently open: 2 cases from 2011, 31 from 2012 and 51 from 2013. She anticipates having at least 15 cases to present at the November board meeting. A. Ferguson also updated the committee on the progress of the gambling endorsement and on several upcoming presentations she will be giving around the state.

The committee discussed governance issues. The Board will have 5 open seats at the end of this year. The committee discussed the need to see these seats filled quickly for continuity of the Board. A. Ferguson will contact the Governor's office to propose a meeting to assist with the review of applications to fill the upcoming 5 open board seats. The committee discussed upcoming officer elections and options for officer roles in 2014. Since the Board will have so many new members the committee will present at the November board meeting the idea of combining the Vice-Chair and Secretary position into one position. This measure would include a bylaws change if approved. A. Ferguson will have a drafted bylaws change ready for the meeting. The committee also discussed the need to conduct the Executive Director's review in October and present to the Board in November.

The committee reviewed and edited the draft agenda for the November Board Meeting including dates for the 2014 Board Meetings.

The committee reviewed their draft work plan and made several additional edits and recommendations. A. Ferguson will work to finalize the work plan (adding target dates and responsibilities) and circulate to the committee.

The meeting adjourned at 3:00pm.