

**Ohio Chemical Dependency Professionals Board  
Executive Committee Meeting Minutes  
April 17, 2015**

Members Present: B. Barclay, A. Ferguson, G. Hogg

The meeting convened at Talbot Hall in Columbus, OH at 11:00am.

The committee reviewed and accepted the 1/23/15 minutes.

The committee reviewed written public comment received from Sylvanus Baddoo regarding scope of practice issues and concerns surrounding a devaluation of the LICDC license. G. Hogg shared a Pew research article that identified a shortage of substance abuse professionals in the field which would indicate a need and a value for the license. B. Barclay commented that in issues of scope the focus should be less on the breadth of what the law allows a provider to do and more on what knowledge and skill the individual is obtaining to ethically practice in that breadth of scope. He encouraged if there is concern that individuals are providing services without demonstrated knowledge that this should be reported to that licensee's board. A. Ferguson will respond to the public comment on the committee's behalf.

A. Ferguson presented the Executive Director's update. She updated the committee on staffing indicating that a new employee, Desiree Travers, was doing well and will have her 90 day review in May. Former employee, Marilyn Maciejewski has decided not to return as a part-time employee and A. Ferguson is now looking at other options to fill this position. She updated the committee on the status of open ethics cases, pending rules and legislative packages and the set-up for the new LMS.

The committee discussed budgeting matters. A. Ferguson updated the committee on the office renovation project indicating that design plans had been finalized and she was awaiting final cost proposals. She anticipates the total cost to be no more than \$15,000. A. Ferguson apprised the committee of the need to upgrade its document management system at a cost of \$1500. Lastly, the committee discussed the feasibility of purchasing a parking space at the state house to be utilized by the Board's director. The committee was favorable to the idea and agreed to present the matter to the full Board for approval.

The committee reviewed its 2015 work plan. The following items were addressed:

- A. Ferguson indicated that the new board member orientation was completed on 3/25/15. The three new members will be introduced at the May Board Meeting.
- The committee identified the need to set a target date for establishing a grid and timeline for the review of board policies and procedures.
- The committee reviewed a customer survey utilized by the CSW Board and asked A. Ferguson to modify it for board use and present at the next committee meeting.
- The committee reviewed the schedule for the 2015 five year rule reviews. A. Ferguson will notify each committee chair of the rules they are responsible to

review. All committees will review in June/July and present findings to board in August.

- The committee identified the need to set a target date and discuss direction for engagement of OAADAC leadership.
- A. Ferguson updated the committee on public relations efforts underway for this year.
- The committee identified the need to set a target date for the establishment of a marketing plan and strategic plan.

The committee reviewed a draft letter B. Boyer would like to present to the Governor's office regarding open meetings laws and the use of participation via technology for committee work. The committee identified two key points to the letter 1) Clarification as to whether committee meetings are subject to sunshine laws and 2) Permission for the use of participation via technology for committee work. The committee felt the letter should more clearly identify the two matters. The committee asked that the updated draft be presented to the Board prior to its next meeting so members had ample time to review and consider.

The meeting adjourned at 12:15pm.