



**Chemical Dependency Professionals Board Meeting  
Minutes**

November 17, 2017

**Members present:**

*Alex Bishara*

*Bobbie Boyer*

*Wendy Haynes-Britton*

*Greg Hogg*

*Joyce Starr*

*Hope Taft*

*Robb Yurisko*

*Max Cortes*

*Tamie Sullivan (arrived 10:19am)*

*Debbie Thompson (arrived 10:46am)*

**Members absent:**

*Renu Kotwal*

**Others present:**

*Alisia Clark- Executive Director, Bobby Robbins- Investigator, LaTawnda Moore- Assistant Attorney General (Assigned General Counsel), Maryann Wise & Brad Wise- Wise Communication*

**I. Call to Order:** Chairman Greg Hogg

**Roll Call:** Wendy Haynes-Britton

**General Announcements:** Chairman Greg Hogg

**Motion:** To approve August 11, 2017 meeting minutes as presented.  
R. Yurisko, W. Haynes-Britton

**Motion:** To approve the agenda:  
A. Bishara, B. Boyer

**II. General Business**

**Treasurer's Report:** Robert Yurisko

Database issues have not been totally resolved to complete the final reconciliation process, however, we don't anticipate any financial issues.

Alisia reported that DAS has started implementing training to make sure all payment systems can be reconciled. The board payroll is extracted out of a separate report and DAS is getting Alisia access to that report.

The data on the financial report represents the financials from the licensees, it does not include sponsors, providers or curriculum endorsed programs. The report is an accurate account of all expenditures for the fiscal year. The report is from the in-house database that the former Director created.

**Prevention Committee Report:** Bobbie Boyer

The focus of the committee is on creating a scope of practice and laying out the differences in Certifications. We need to go back to OHMAS to get their feedback to ensure the scope of practice lines up with the certification standards. Gregg reported that two board members on the prevention committee have terms that will expire in 2019, and we will need to reevaluate the members of the committee at that time as well as recruit new board members to join the committee.

**Treatment Committee Report: Robb Yurisko**

Robb reported that the CDCA supervision has been approved by the Board. We've completed the public comment period and now the rule is being reviewed by the Common Sense Initiative. They will provide recommendations for the Board to consider. The next step following the CSI is the rule will be filed with JCARR and the Board will hold an open forum for comment at the State Library. The rule requires a supervisory contract between the supervisor and the CDCA. The committee is working on several templates that we can post to our webpage to give supervisors an example of a contract. The main intent is to strengthen CDCA's and the type of supervision they receive. This is a multi-dimensional project that includes education and supervision. Robb reported that he and Diane F. met to discuss the CDCA survey that went out to the field.

Robb commented that there is no difference in scope of practice between a CDCA and an LCDCII. He stated that the committee will look at distinguishing the scope of practice. Joyce commented that with the establishment of the BH Redesign, the committee should consider inviting the provider association to a meeting to ensure we are in line with the redesign. There is a need to balance work force with the appropriate scope to ensure providers are not limited in providing services.

LaTawanda commented that we should consider grandfathering CDCA's because we want stakeholder to have a buy-in. She added that as far as sample supervision templates; we should look at the minimum requirements that we want supervisors to address with their supervisees and to have consistent points that need to be a part of supervision. Robb stated that CDCA supervision contract will be written out/spelled out and well defined to provide direction to the field.

Robb reported that the committee would like to recommend an Ethics training that is sponsored by the Chemical Dependency Board- possibly on e-Based Academy. Alisia suggest formalizing a once per year training sponsored by the Board which would provide support to cover the costs associated with the code of ethics process. Maryann and Brad Wise commented that their company offers 6 hours of ethics training. Robb stated that the ball has been passed to the education committee to develop the ethics training. Joyce suggested that we offer online courses, Hope stated the other Ethics trainings are offered in three ways; face to face, on-line, and by webinar.

**Education Committee Report: Greg Hogg and Alex Bishara**

Greg reported that he has stepped down as committee chair and that Debra and Alex will take the lead. Gregg confirmed that the committee will form a subcommittee to research ethics training and to develop a board sponsored training.

Greg reported that the committee has started working on webinar and home study guidelines. The Board currently does not have a policy on what elements must be included in a webinar. There is a need to take a look at creating one that includes but is not limited to standards, questions and possibly a process for pass/fail grades.

Bobbie inquired if we should be questioning our role as a board, is it to set guidelines for training or actually do the trainings.

**Executive Director's Report: Alisia Clark**

Alisia reported that she is working with budget management analysis to consider staffing modifications. The board has an intermittent staff member currently works 2 days per week which is not adequate to support the team. The Board staff now includes a new intern from Columbus State Community College.

Alisia reported that the current processing times for applicants to get a licensed is 40 business days. Bobbie asked if they needed help. Alisia stated that they have limited access into the system therefore, getting help is challenging. The electronic system requires access to the system in order to assist with processing. Alisia will inquire about more user access to accommodate more than 4 individuals to have access to the system.

Alisia reported there is a new security measure being introduced for all individuals interfacing with state systems. The security includes a third-party sign on structure. The new state wide requirement will start sometime between January and April 2018. There will be more information forthcoming.

Alisia reported that criminal background information is no longer able to be housed in our electronic system due to the auditing requirements it introduces. However, the board does not currently require background checks for all licensees. In a previous meeting it was introduced that OCDP was required to receive a background check for all licensees and credentialed applicants. After review of it was found that OCDP is omitted from the state clause to have background checks. LaTawnda strongly suggested that we consider doing background checks.

Alisia reported that the contract with I-Synergy, the agency we use to store legacy documents, will be ending April 1, 2018. The information will be transferred to Onbase and then to Salesforce (e-Licensure). The Board is being charged for the cost of transferring the information.

Alisia reported concerns that staff are experiencing with CE broker- these concerns will be taken to the education committee.

Alisia reported that ICRC charges \$150 to take the ADC test, of which the board received a portion of that cost in the amount of \$35. As of July 1, 2017 the Board receives a reduced amount of \$25 per test. Alisia added that the fee for reciprocity has also been increased.

Alisia reported that House Bill 230 was filed before the former executive director left.

Alisia reported that House Bill 290 requires for all boards to offer volunteer hours to support education hours for licensure. The AAG has drafted rules for the board to review. Once approved, they can be filed with the Common Sense Initiative agency and JCARR.

Alisia reported that rule for clinical supervision for CDCA's was filed with the Common Sense

Initiative agency then will go to JCARR.

Alisia reported that several rules were drafted by previous Acting Director that the board needs to address or dismiss. These rules will be disseminated to the appropriate committee for consideration.

Alisia reported a new bill was introduced, House Bill 289, that provides the ability for the legislature to sunset a board or commission after five years. The impetus for this bill included a workforce development lens on the process to obtain and/or maintain a license with the state of Ohio.

Alisia updated the Board on various stakeholder meetings she attended, which include, the Addictions Roundtable and the Governors Opiate Task Force. In addition, she and Robb held a conference call with Ohio Association of Alcohol and Drug Addiction Counselors, (OAADAC). A request was made to invite someone from their organization sit on one of our committees, such as the treatment committee.

### **III. Call for Any Other Business: (Chairman Hogg)**

Discussion on the approval of applications from individuals with a criminal justice background that includes a felony conviction.

LaTawanda explained that in our laws and rules if an applicant has a felony, the board makes the determination of accepting them or not. There is an opportunity to make a motion that Executive Director receive the authority to make the decision in order to continue processing applications timely and not delay until the next board meeting.

LaTawanda further explained that the ED would not be making a permanent 'yes', but a recommended 'yes' which will be temporary until the ED informs the board. If ED says 'no' and denies application, this will go to the board as well. Either way the board will be informed of the decisions the ED makes regarding applicants with felonies. The caveat is that the applicant can work until their application is presented at the full board meeting. If presumed 'yes' an initial review will be done by the Exec. Director and Ethics Committee.

LaTawanda shared the OAC 4758-4-01(a)(f) rule- felony charges or convictions shall be reviewed by the board before the application process can be received. If the ED gives a preliminary 'yes', the board can still challenge it and have discussion on processing applications with Felony convictions. All felony cases will still come to the board to ratify or not ratify.

**Motion:** The board grant our executive director the authority to make decisions on applications, renewals, and revocations, in conjunction with the board's Ethics Committee, including those involving, misdemeanors committed in the course of practice, felonies and crimes involving moral turpitude.

The Board will be required to develop a procedure for Alisia to preliminarily approve the applications, and have the board ratify the approvals. Alisia will identify best practices on how the ratification procedure will take place and inform the board at the next board meeting.

Robb identified his concern over ratifying applications without having details of the conviction included.

Alisia discussed the draft rule that the previous AAG drafted that states licensees may claim up to four (4) hours of volunteer service toward the forty (40) hour continuing education requirement. The rule will be presented at the next board meeting..

Alex commented about active licensees and the procedure to notify the board staff when there is a criminal justice violation. Bobby responded that the staff is made aware when the licensee responds to questions during the renewal application. Alisia stated that licensees also have a responsibility to notify the board when they have violated their code of ethics, including but not limited to criminal justice activity.

Joyce Starr shared an update on the OHMHAS Cures Grant and the Addiction Roundtable. She stated that a concern with Caresource's new policy on limiting drug screen urinalysis and requiring more physician time and documentation. In addition, a concern that prior authorization will be required if the drug screens go beyond the limited number. Joyce added that providers can no longer do impromptu drug screens and will now be required to have a physician's signature. Joyce stated that the Roundtable produced a formal letter in response to this new policy change which was to state representatives.

Joyce stated that OHMHAS has started doing trainings for workforce development for physicians that are working with opiate programs.

Joyce shared that 30 new opiate treatment providers have applied to OHMAS.

Motion: To go into Executive session - to discuss the dismissal, discipline, promotion, demotion; compensation ORC 121.22 (G)(1)  
R. Yurisko, D. Thompson.

APPROVED

Executive Session began at 12:28 pm and ended at 1:17 pm.

Bobby Robbins presented the Ethics Cases:

### Consent Agreements

Motion: To discuss issuing a three year suspension to John Molnar LCDC II #021378.  
H. Taft, W. Haynes-Britton

APPROVED

Discussion: uncomfortable with what he did. Several members feel that his license should be revoked. He seems to be acting like he has no regard for our code of ethics. Max explained that this was not the full recommendation of the ethics committee. The initial recommendation was to revoke his license.

Motion: To issue a three year suspension and to require completion of six hours of cultural diversity education and six hours of ethics education via consent agreement for violation 4758-8-01(B)(1)(p), (B)(1)(j), and (B)(7)(a).

(Abstain: M. Cortes)

REJECTED

The board agreed to authorize LaTawanda to talk to his lawyer to request that he surrender his license. Greg recommended that we issue a 2nd consent agreement to revoke his license.

Motion: To issue a written reprimand to Rebecca Hamilton, LCDC III #981193 and require three hours of ethics training around timely documentation via consent agreement for violation of 4758-8-01 (B)(3)(g).

B. Boyer, R. Yurisko

(Abstain: M. Cortes)

APPROVED

Motion: To issue a permanent surrender to Raymond Stewart, CDCA #140223, without the opportunity to reapply via consent agreement for violation of 4758-8-01(B)(7)(a).

R. Yurisko, B. Boyer

(Abstain: M. Cortes)

APPROVED

Motion: To issue a Written Reprimand to Patricia Fields, LICDC #121016 and to require a substance use evaluation and to follow any recommendations from the evaluation via consent agreement for violation of 4758-8-01(B)(2)(a).

D. Thompson, W. Haynes-Britton

(Abstain: M. Cortes)

APPROVED

Motion: To issue a Written Reprimand to Eden Frye, CDCA #140973 and require the completion of three hours of ethics training around professionalism and appropriate billing standards via consent agreement for violation of 4758-8-01(B)(3)(i).

R. Yurisko, B. Boyer

(Abstain: M. Cortes)

APPROVED

Motion: To issue a Written Reprimand to Jennifer Melvin, LCDC III #091079 via consent agreement for violation 4758-8-01(B)(2)(a).

B. Boyer, R. Yurisko

(Abstain: M. Cortes)

APPROVED

Motion: To issue a Written Reprimand to Tiffany Johnson, CDCA #120828 via consent agreement for violation 4758-8-01(B)(2)(a).

D. Thompson, H. Taft

(Abstain: M. Cortes)

APPROVED

### **Notices of Opportunity for Hearing**

Motion: To issue a Notice of Opportunity for Hearing to Sarah Riddle CDCA #150682 for violation of 4758-8-01(B)(7)(a).

B. Boyer, G. Hogg

APPROVED

Motion: To issue a Notice of Opportunity for Hearing to Tara Muhammad for violation of 4758-8-01(B)(7)(a).  
R. Yurisko, B. Boyer.  
(Abstain: M. Cortes)

APPROVED

Motion: To issue a Notice of Opportunity for Hearing to Donna Mason for violation 4758-8-01(B)(7)(a).  
D. Thompson, A. Bishara  
(Abstain: M. Cortes)

APPROVED

The discussion regarding the need for background checks has been tabled and will be discussed at the next Executive committee meeting.

Greg reminded board members of the calendar of all board meetings for next year. He expressed that it has been a tremendous year for the board and the staff and it has been great that we kept moving forward together.

**Adjourn Meeting: 1:42pm**

**NEXT MEETING: 2/23/18**