

**Ohio Chemical Dependency Professionals Board
Executive Committee Meeting Minutes
January 18, 2018**

Members Present: W. Haynes-Britton, A. Bishara, G. Hogg (arrived at 1:25 pm)
Guests/Staff Present: A. Clark

The meeting convened at the State Library in Columbus, OH at 1:00 pm.

Motion: A. Bishara moved to approve the 10/19/18 minutes. W. Haynes second the motion. The 10/19/18 minutes were approved.

A.Clark. presented the Executive Director's Update. Alisia informed the committee that the staff has reduced the wait time for the applicants by nearly two weeks. A. Clark stated the Board office has received 1,959 applications so far this year.

The Board audit has been completed, and the responses have been addressed. Alisia announced the launch of the new website and the completion of a new Newsletter.

A. Clark requested that the Board consider joining the Council on Licensure, Enforcement & Regulation (CLEAR). CLEAR is an organization that promotes regulatory excellence through conferences, education programs, webinars, seminars and symposia. The organization provides networking opportunities, publications, and research services for regulatory boards. CLEAR is a neutral organization that promotes and shares best practices. The membership would align with the Boards plan to implement best practices and train new Board members.

Motion: A. Bishara moved that we join the CLEAR organization. W. Haynes second the motion. The motion was passed.

Alisia shared the FY1 budget. The committee reviewed the budget.

The committee discussed hosting an orientation for the new Board members. A. Clark will develop a list of definitions, create a one pager on the hearing process and share the one pager on the rule process.

The committee discussed the upcoming election of officers.

The annual review of the bylaws commenced no changes were suggested.

The committee discussed the following 2018 work plan items:

- **Board Member Appointments:** The Board has 3 open seats after 12/23/18.
- **Committee Chairs:** Appointing new chairs for Prevention and Marketing
- **Goals for ED:** Discussed developing goals for the Executive Director.

The next scheduled meeting is 04/19/2019

The January 18, 2018 meeting of the Executive Committee adjourned at 3:05 pm.

Greg Hogg, Board Chair