



Chemical Dependency Professionals Board Meeting
Special Session
Minutes
March 22, 2019

Members Present: John Lisy, Max Cortes, Wendy Haynes-Britton, Alex Bishara, Andrew Moss, Debra Thompson, Trisha Farrar

Members Absent: Jim Mermis, Phil Atkins, Greg Hogg, Joyce Starr

Others Present: Alisia Clark-Executive Director, Beverly Martin-Department of Administrative Services, Lisa Haywood-Assistant Attorney General (Assigned General Counsel)

Chairperson Haynes-Britton called the meeting to order at 11:30 am. Chairperson Haynes-Britton also completed the roll call, and a quorum was established.

Special Session Regarding Executive Director Transition:

W. Haynes-Britton shared that Executive Director A. Clark has accepted an Assistant Director position at OhioMHAS. A. Clark expressed thanks and gratitude for her time as ED, and committed to helping the Board during the transition. She shared that she will be available for questions regarding technical details of operations. This date (3/22/2019) is her final date in the ED role. A. Clark will provide mid-biennial testimony for the CDPB on Wednesday 3/27/2019.

A. Clark stated that she will be leaving transition instructions in a booklet for next ED. She also encouraged Board members to connect with office staff to offer support. During the transition the following Board members will be designated as lead contacts for consultation on matters related to specific areas:

- Fiscal-A. Bishara
- Ethics-M. Cortes
- Prevention-T. Farrar
- Education-G. Hogg
- Treatment-J. Lisy

Fiscal:

Questions regarding Board member travel and reimbursement will be directed to Treatment Administrator Janice Thomas, who will be taking on many administratively leadership duties. Approval of timesheets will be coordinated between J. Thomas, W. Haynes-Britton, and the Department of Administrative services. Staff members will contact W. Haynes-Britton for time off requests.

B. Martin asked if there were any upcoming substantial purchases for the Board; A. Clark responded that the only substantial contract on the horizon involves obtaining a full-time investigator for the Board. A. Clark stated that she would resend the budge to Board members. She noted that all bills are current.

Ethics:

A. Clark stated that there are investigations currently occurring and will continue. J. Thomas will take lead role with Ethics but will need support from Board. M. Cortes is the main Board reviewer; Andrew will serve as back-up for M. Cortes. J. Thomas will screen the cases and will be supported by L. Haywood and Investigator Bobby Robbins. A. Clark advised that templates for the process be updated once the new ED is hired.

Administrative Duties

J. Thomas will manage committee meetings and administrative meetings. J. Thomas will also manage performance evaluation and workflow. She will consult with W. Haynes-Britton or the Department of Administrative Services as needed.

A. Clark stated that she believes that the credentialing timelines will remain intact.

Pending Issues

A. Clark noted that there are currently two outstanding rules: background checks (draft rule is in the treatment folder, did not go to CSI); LICDC-had old citation to OhioMHAS rule; correction made

A. Clark also shared that the Board will need to create and/or approve a job description for a pending FT Investigator position.

Board members discussed the hiring process for the new ED. The Board verbalized intent to reconvene once a potential candidate has been identified for an interview.

A. Clark reminded Board members that financial disclosure statements are due by 5/15/2019.

Motion to Adjourn:

(W. Haynes-Britton/A. Moss)

Approved, 1:00 pm



Chair Wendy Haynes-Britton

NEXT MEETING: TBD

