

**Minutes of the
Chemical Dependency Professionals Board Meeting
June 23, 2003**

Members present: Larry Anthony Gerald Carter Joe Gay
Diane Haller Dana Harlow Jessica Horne
Carolyn Ireland David Long Karen Moody-Bierly
Linda Swenson Victoria Wilder Crews
J. Craig Wright

Appointees Absent: Frederick Karaffa

Others present: Beth Collis, Counselor and Rule Writer
John Cunningham, Central Services Admin
Michael Wise, Attorney General's Office
Amanda Ferguson, ODADAS Credentialing Unit
Pat Bridgeman, The Ohio Council
Donna Conley, OCA

The meeting of the Chemical Dependency Professionals Board convened at the Riffe Center, Columbus, Ohio on 6/23/03 at 1:00 p.m.

Chairman Gay called the meeting to order at 1:00 pm.

Agenda

I. Approval of Minutes of Previous Meeting

MOTION: J. Wright, G. Carter seconded
Approval of the 5/14/03 minutes. PASSED

II. Committee Reports

A. Facilities Committee

Carolyn Ireland reported on securing office space at 37 W Broad 7th Floor. Space is 2,177 sq ft with a current rate of \$19 per sq ft. Realtor is working to get it down to \$14 per sq ft. Also Ireland is securing office furnishings at an all-in-one fee of \$19,000, a copier/fax at \$8,375 and will begin work on securing computers.

B. Search Committee (Executive Director)

Larry Anthony reported that with the assistance of D. Long and K. Moody-Bierly they have formulated a job description and PR piece for the executive director position. The position will be advertised major newspapers of Cleveland, Columbus, Cincinnati, Toledo and Dayton. Anthony is waiting on salary range before posting. It is the desire of this committee to move swiftly. They will allow a 30-day response period and anticipate presenting the board with 5-10 candidates for consideration. They have formulated a grid to assist in this review process.

MOTION: J. Wright, G. Carter seconded
Adopt the executive director job description and public relations piece with the addition of the salary range when determined. **PASSED**

C. Rules Committee: brief report only, see below

J. Craig Wright reported that the board was unable to secure an extension on the rules deadline. In light of this and with the help of Beth Collis, Amanda Ferguson and Michael Wise, the board received their first draft of the proposed rules for review, comment and approval. Once approved, rules will be filed with JCARR.

III. Old Business

There was no old business to report

IV. New Business

A. Consideration of Draft of Rules

Chairman Gay presented a matrix of key rules issues to be discussed. Beth Collis stated that the majority of the language in the draft rules came from current ODADAS rule. Additional language is noted by italicized print. Rules were simplified, combined to allow for easy organization and readability. Each of the 20 rules can be edited or challenged independently of the others.

MOTION: J. Wright, D. Long seconded
Approve the addition of language to the current rules draft to allow for the administration of the SAP examination. **PASSED**

The board discussed at length the importance of accrediting college and university programs. There was a desire by some board members to assist those entities who were previously accredited by OCB in maintaining their accreditation status. Other board members felt that an endeavor such as

this should be postponed until the initial rules were finalized and additional time could be given to this matter.

MOTION: J. Wright, L. Anthony seconded
The board recognizes the accreditation process as one that will be undertaken in the future. Consideration will be given to programs previously reviewed and accredited by OCB. PASSED

The board was informed that the Ohio Revised Code does not allow them to require an individual to advance from the CDCA level. They are permitted to renew every two years if they meet renewal requirements. The board discussed whether or not work experience should be a requirement at this level. Pat Bridgeman cautioned that any addition to what is required in ORC 4758 would raise a red flag in the JCARR review process.

MOTION: J. Wright, D. Long seconded
Work experience will not be a requirement of CDCA applicant. PASSED

The board briefly discussed pre-approval of RCH hours. L. Anthony and A. Ferguson were tasked with drafting broad language for RCH presenter/educator criteria.

MOTION: D. Haller, J. Wright seconded
Pre-approval of education hours for initial licensing or renewal applications will not be required by the board. PASSED

The board discussed in length the diagnostic training requirement for grandparenting. Trainer requirements are already established in ORC 4758.

MOTION: K. Moody-Bierly, V. Crews seconded
Of the 40 required hours of diagnostic training, a minimum of twelve (12) hours must be specific to substance-related disorders. PASSED

MOTION: D. Long, L. Anthony seconded
Of the 40 required hours of diagnostic training, a minimum of twelve (12) hours must be specific to the awareness of other mental and emotional disorders. PASSED

Board members discussed their definition of a behavioral science

degree.

MOTION: D. Haller, L. Anthony seconded
A behavioral science degree is a degree in the study of human behavior in which a minimum of 40 quarter hours or semester hour equivalent is spent in the following areas...(areas to be pulled from list created by OCB) or any other areas approved by the Board. PASSED

The Board discussed the requirement of preceptorship at both the treatment and prevention levels. Reference was made to a prevention committee that has been discussing this issue and the inconsistencies and lack of standards attached to it. Many board members felt that the treatment preceptorship was redundant and ineffective.

MOTION: L. Anthony, V. Crews
Incorporate prevention preceptorship as is in current rule into the new rules with the understanding that further review will be taken on the matter of revising or eliminating the process. PASSED

MOTION: J. Carter, C. Ireland
Preceptorship will not be a requirement for applicants seeking a chemical dependency counseling license. PASSED 5 to 1

The Board discussed process issues regarding grandparenting. ORC 4758 requires that grandparenting be completed two (2) years from the effective date of the rule. ORC 4758 also allows the board to consider and grant extensions where necessary.

MOTION: L. Anthony, D. Haller seconded
Adopt process language in the rules stating that grandparenting will take place on an individual's renewal date. The Board will also allow individuals to apply for grandparenting prior to their renewal date as the need arises. No fee shall be charged for the submission of a grandparenting application if it is received at the time of renewal. If grandparenting application is submitted outside the applicant's renewal period, a processing fee shall be assessed. PASSED

The Board discussed the exam requirements for the LICDC. ORC 4758 allows the board to select the types of examinations they will administer. D. Conley indicated that they had promoted this legislation by saying the

Board would require a master's level exam. ICRC offers the Advanced AODA exam and the Clinical Supervisors exam.

MOTION: L. Anthony, D. Haller seconded
Adopt the ICRC Clinical Supervisor's examination as the master's level exam requirement for LICDC applicants.
PASSED

Board members discussed in length the issues of diagnosis. It was recommended by P. Bridgeman that the Board start a communication with the Medical and Psychology Boards regarding proposed language on this issue. B. Collis indicated that she was willing to draft some language and set up contact with the above-mentioned parties.

B. B. Collis reviewed the disciplinary/investigatory sections of the rule and recommended that the board eliminate sections G & H because the unnecessarily tie the boards hands and are not required by 119. She also indicated that the rules have "bare bones" disciplinary hearing rules, which the board could choose to elaborate on in the future.

C. Discussion: Mechanisms of Obtaining Feedback on Draft Rules

Revised drafts will be distributed for review via email. Board members who have comment on this version or the revised version may email those comments to A. Ferguson.

D. Committee Structure

E. Planning

Chairman Gay presented to the board the idea of a planning committee. This committee would keep track of what the board needs to accomplish prior to transition. J. Wright stated that he felt this was the responsibility of the executive committee. Gay appointed G. Carter and L. Anthony to assist as well.

F. ICRC Application/Upcoming Fall Meeting

Amanda Ferguson presented to the board the process of making application to ICRC. The board will need to submit a draft copy of their rules as well as draft copies of applications for licensure at each of the reciprocal levels. The submission deadline for approval at the Fall 2003 meeting is July 15th. For consideration in spring of 2004, the deadline is January 15th. Ferguson mentioned the possibility of petitioning ICRC for an extension and offered to assist in developing the draft applications.

Ferguson also encouraged the board to consider sending a representative to the upcoming ICRC Board Meeting in Toronto, October 21-24, to familiarize themselves with the process.

MOTION: K. Moody-Bierly, L. Anthony seconded
Authorize Amanda Ferguson to submit to ICRC a request for extension on the July 15th filing date and authorize Ferguson, D. Long and C. Ireland to begin work on draft applications. **PASSED**

G. Board Orientation & Training

Chairman Gay would like the board to consider undertaking a training session with the help of John Cunningham. This orientation would discuss issues regarding ethics, the public nature of meetings, and anything else pertinent to the board functioning in a legal/ethical manner. Further discussion will follow after the rules are completed. Tentative date in the fall of this year.

V. Other Discussion or Topics of Interest

- A. Board members introduced themselves for the benefit of members not in attendance at the first meeting.
- B. The next board meeting has been scheduled for July 7th at 1pm.
- C. Chairman Gay will be on vacation through August 11th and requested that the August board meeting be scheduled for a time after that date.

VI. Adjournment

MOTION: J. Carter, V. Crews seconded **PASSED**