

**TENNESSEE BOARD OF ALCOHOL AND DRUG ABUSE COUNSELORS  
MINUTES**

**DATE:** October 19, 2007

**TIME:** 9:00 a.m., CST

**LOCATION:** Health Related Boards  
Poplar Room  
227 French Landing, Suite 150  
Nashville, TN 37243

**BOARD MEMBERS**

**PRESENT:** Michael Jackson, A&D Counselor, Chair  
Sharon Trammell, A&D Counselor  
Garner Cagle, A&D Counselor  
Janice Higgins, Consumer Member

**BOARD MEMBERS**

**ABSENT:** Jacques Tate, A&D Counselor

**STAFF PRESENT:**

Melody Spitznas, Board Administrator  
Barbara Maxwell, Administrative Director  
Juanita Preseley, Advisory Attorney  
Diona Layden, Advisory Attorney  
Lakita Taylor, AARB I

Mr. Jackson, Chair, called the meeting to order at 9:05 a.m. A roll call vote was conducted and a sufficient number of members were present to constitute a quorum.

**Conflict of Interest Policy Statement**

Ms. Presley introduced Diona Layden to the Board as the new Advisory Attorney. Ms. Presley reviewed the Conflict of Interest Policy with the Board asking the Board members to disclose any conflict of interest they may have prior to contested cases or any other legal proceedings or matters to determine if there is a conflict of interest. Ms. Presley stated that if a Board member does have a conflict of interest they must recuse him/herself and leave the hearing room during the proceeding. Ms. Presley stated if any Board member had any questions to please address them to Ms. Layden.

## **Office of General Counsel Report**

Ms. Presley reviewed the OGC Report stating there are currently no contested cases, letters of reprimand, consent orders, or agreed orders before the Board at this time.

## **Review/Approve July 27, 2007 Minutes**

Upon review of the July 27, 2007 minutes, Ms. Trammell made a motion, seconded by Mr. Cagle, to approve the minutes as written. The motion carried.

## **Discuss Board Business**

Upon review of a letter from **Tom Catron, Stephanie Shapiro and Nancy Reed**, Tennessee Adolescent Coordination of Treatment (T-ACT), recommending reducing the Licensed Alcohol and Drug Abuse Counselor (LADAC) clinically supervised counseling experience contact hours required based on level of formal education, Ms. Trammell made a motion, seconded by Ms. Higgins, to select a committee, to include Ms. Trammell and Mr. Cagle, to do research regarding requirements in other states and report findings with recommendations to the Board at the next meeting. The motion carried.

Ms. Trammell made a motion, seconded by Ms. Higgins, to have TADAC, NADAC, T-ACT and TAMHO representatives as part of said committee. The motion carried.

## **Investigative Report**

Ms. Stone reviewed the investigative report stating there are four (4) complaints year to date against alcohol and drug abuse counselors. Ms. Stone stated three (3) have been referred to OGC and one (1) is pending court action.

## **Disciplinary Report**

Ms. Stone reviewed the disciplinary report which gives the name of the disciplined practitioners, their license number, date of action, expiration date, civil penalty costs, continuing education requirements, reporting, peer assistance, and comments.

Ms. Stone stated there are currently two (2) alcohol and drug abuses counselors being monitored.

## **Financial Report**

Ms. Spitznas reviewed the financial report stating the Board has a cumulative carryover of \$79,640.27 as of June 30, 2007.

## **Administrative Report**

Ms. Spitznas reviewed the administrative report stating there are currently 469 active alcohol and drug abuse counselors, 134 retired, 204 failed to renew and 25 deceased.

Ms. Spitznas said between July 17, 2007 and October 10, 2007, 57 licensees renewed their license. Ms. Spitznas stated of the 57, 14 licensees renewed online. Ms. Spitznas asked Board members to encourage their colleagues to utilize the online renewal system.

Ms. Spitznas stated there are currently no projects in progress or issues to be addressed.

**Review/Ratify Newly Licensed and Reinstated Alcohol and Drug Abuse Counselors**

Upon review, Ms. Trammell made a motion, seconded by Mr. Cagle, to approve the following newly licensed alcohol and drug abuse counselors:

**Gary L. Cooley**  
**Lynn D. Manderson**  
**Lynn M. Sweeden**  
**Stanley T. Worthington**

The motion carried.

Upon review, Ms. Trammell made a motion, seconded by Ms. Higgins, to approve the following reinstated alcohol and drug abuse counselors:

**Carla J. Bell**  
**Beatrice K. Cisson-Taylor**  
**Janet L. Gschwind**  
**Jonathan H. Head**  
**Jerry A. Jenkins**  
**Martha Rogers-Hornsby**  
**Jackie G. Scott**

The motion carried.

**Review/Ratify Written Examination Results**

Upon review of the written examination results, Ms. Trammell made a motion, seconded by Mr. Cagle, to approve the following passing scores:

**Kenneth Baker**

The motion carried.

**Review/Ratify Continuing Education**

Upon review, Ms. Trammell made a motion, seconded by Ms. Higgins, to approve the following continuing education courses:

**The Healing Arts Research Training Center (The Hart Center)**

*Reiki*

*Work*

*Hart Dance*

*Rage Release*

*Trance Movement*

*Mask Making*

*Codependency*

**Mountain Area Health Education Center (MAHEC)**

*Introduction to DBT*

**Greenbriar Treatment Center**

*How Well Do You Know The Basic Text?*

**Endeavors Addiction Services**

The motion carried.

**Review/Ratify Abandoned/Incomplete Files**

Upon review of abandoned/incomplete files, Ms. Trammell made a motion, seconded by Mr. Cagle, to close the following files:

**Bruce W. Helms**

**Coleman Thompson**

The motion carried.

**Review/Ratify Oral Examination Results**

Upon review of the oral examination results, Mr. Cagle made a motion, seconded by Ms. Trammell, to approve the following candidate(s) with passing scores:

**Cynthia Holdsworth**

The motion carried.

**Review/Ratify Files**

Upon review of the application of **Robert W. Phillips**, indicating no letter of recommendation from his clinical supervisor or any other alcohol and drug abuse counselor, Mr. Jackson made a motion, seconded by Ms. Trammell, to deny Mr. Phillips licensure based on lack of testament of his moral character. The motion carried.

Upon review of the application of **Levi Robinson**, indicating receipt of a passing score of the Ethics and Jurisprudence exam, Mr. Cagle made a motion, seconded by Ms. Higgins, to approve Mr. Robinson for licensure as an alcohol and drug abuse counselor. The motion carried. Upon further discussion, Mr. Cagle amended his motion, seconded by Ms. Trammell, to approve Mr. Robinson to sit for the NAADAC written examination. Mr. Jackson recused himself from voting due to being the applicant's immediate supervisor.

Upon review of the application of **Charlotte Hoppers**, Mr. Cagle made a motion, seconded by Ms. Higgins, to approve Ms. Hoppers to sit for the oral examination. The motion carried. Ms. Trammell recused herself from voting due to being the applicant's immediate supervisor.

### **Correspondence**

**Dianne Head** appeared before the Board for reinstatement of her license as an alcohol and drug abuse counselor. Ms. Head stated she works with the Community Corrections program, but has not been a counselor since 1998. Ms. Head said she is trying to regain licensure due to the nature of her job and has been required by her employer to obtain continuation education every year since being employed. Upon discussion, Ms. Trammell made a motion, seconded by Ms. Higgins, to approve Ms. Head for reinstatement of licensure as an alcohol and drug abuse counselor. The motion carried.

**David Burnett** appeared before the Board, stating he retired his certification for alcohol and drug abuse counseling in 1995 and because of the retired status, was not upgraded to licensure in October 1996. Mr. Burnette requested an appeal by the Board to reinstate for licensure.

Ms. Presley stated certifications were issued before the existence of this Board and because Mr. Burnette officially never held a license he would have to apply for licensure.

Ms. Trammell stated during the inception of the Board, all counselors who held certification, and whose license was in an active status, was grandfathered in and upgraded to licensure.

Kathy Benson stated NAADAC may be a resource to obtain documentation regarding certification which Mr. Burnette could submit with his application for consideration of credit he's already earned.

Ms. Presley stated the Board is strictly making recommendations that will assist Mr. Burnette in obtaining licensure and does not indicated a guaranteed approval. If approved, Mr. Burnette would need to sit for the oral and written examinations.

With no other Board business to conduct, Ms. Trammell made a motion, seconded by Mr. Cagle, to adjourn the meeting at 11:25 a.m. The motion carried.

**Ratified by the Board of Alcohol and Drug Abuse Counselors on January 18, 2008**