

ADDICTIVE DISORDER REGULATORY AUTHORITY BOARD
MEETING

ADRA Office
4919 Jamestown Avenue, Suite 203
Baton Rouge, LA 70808
November 21, 2014
10:00 A.M.

- I. Call to Order: Roy Baas, Chairman
- II. Roll call; set quorum: Jean Hartzog, Secretary/Treasurer
- III. Public Introductions and Representation
- IV. Approval of September 19, 2014 Minutes: Jean Hartzog, Secretary/Treasurer
- V. Treasurer's Report: Jean Hartzog, Secretary/Treasurer
 - a) September 2014
 - b) October 2014
- VI. Public Questions or Comments
- VII. New Business
 - a) Approval of Applicants to be Credentialed
 - b) Approval of Consent Agreement: Patrick Dowd
 - c) Approval of Consent Agreements: Edward Lytle
 - d) Office of State Register – Rulemaking Update
 - e) Attorney Fee Update
 - f) Mandatory Use of HotelPlanners Booking Portal
 - g) AEP Audit Discussion – Dr. Muriel Harrison
 - h) SAPTS Training Acceptance from non-ADRA approved educational providers – Dr. Muriel Harrison
 - i) ADRA Approved Addictionologist List
 - j) Request for Approval of Courses for Addiction Specific Education- Stephanie Robinson
- VIII. Old Business
 - a) Board Appointment Update
 - b) Records Maintenance Update
- IX. Executive Director's Report: LaMiesa Bonton, Executive Director

Adjourn Meeting: Next meeting date: Friday, January 16, 2015; 10:00 a.m. @ the ADRA Office, Baton Rouge, Louisiana

Approved and Adopted: Roy Baas, Chairman X

Minutes

Regular Meeting of Addictive Disorder Regulatory Authority Board

Friday, November 21, 2014, at 10:00 a.m.

Held at:

ADRA Office

4919 Jamestown Avenue, Suite 203

Baton Rouge, LA 70808

November 21, 2014

10:00 A.M.

I. Call to Order

The November 21, 2014, regular meeting of the Addictive Disorder Regulatory Authority Board was called to order to by Roy Baas, LAC, CCGC, CCS, Chairman, at approximately 10:00a.m. The meeting was held pursuant to public notice, each member received notice, and notice was properly posted.

II. Roll Call (Attachment 1)

Members Present:

Roy Baas, LAC, CCGC, CCS, Chairman
Paul Schoen, LAC, CCGC, Vice-Chairman
Jean Hartzog, CPP, Secretary/Treasurer
Bernadine Williams, LAC, CCS
Kevin James, RAC, CCS
Shaneeeka Harrison, LAC, CCGC
Ken Roy, MD

Members Absent:

JoAn Brown, LAC

ADRA Staff Present:

LaMiesa Bonton, Executive Director
Lauren Lear, Assistant Director
Carla Jones, Administrative Assistant

III. Public Introductions

Guests:

Dr. Murelle Harrison
Dawn Diez
Keith Cooper
Marolon Mangham

IV. Approval of August 3, 2014 Minutes (Attachment 2)

A draft of the September 19, 2014 Board meeting minutes was presented for approval. A motion was made to approve the minutes by Kevin James, RAC, CCS and seconded by Paul Schoen, LAC, CCGC. The motion was approved after a unanimous vote in the affirmative.

V. Treasurer's Report (Attachment 3)

The September and October Treasurer's Reports were presented by LaMiesa Bonton, Executive Director and Jean Hartzog, CPP, Secretary/Treasurer; copy attached. A motion was made by Paul Schoen, LAC, CCGC and seconded by Kevin James, RAC, CCS to accept the report as given. The motion was approved after a unanimous vote in the affirmative.

VI. Public Questions or Comments.

a. Guests

Dr. Murelle Harrison reported that Bill Blanchard passed away this morning.

VII. New Business

a. Approval of Applicants to be Credentialed

A motion was made by Jean Hartzog, CPP to approve the applicants listed as credentialed. The motion was seconded by Shaneeka Harrison, LAC, CCGC. The motion was approved after a unanimous vote in the affirmative.

b. Approval of Consent Agreement: Patrick Dowd

A motion was made by Bernadine Williams, LAC, CCS to approve the consent agreement for Patrick Dowd. The motion was seconded by Shaneeka Harrison, LAC, CCGC. The motion was approved after a unanimous vote in the affirmative.

c. Approval of Consent Agreement: Edward Lytle

A motion was made by Kevin James, RAC, CCS to approve the consent agreement for Edward Lytle. The motion was seconded by Bernadine Williams, LAC, CCGC. The motion was approved after a unanimous vote in the affirmative.

d. Office of State Register – Rulemaking Update

We have been informed that the rule change publishing price has increased from \$164 a page to \$213 effective November 1, 2014. Additionally, a mandate beginning January 1, 2015 requires that agencies publish each step of the rule change process on their website. Since we have the capability to do this ourselves, we will dedicate a section for any rule change update information and maintain that on our website.

e. Attorney Fee Update

Celia Cangelosi's attorney fees have increased according to the rates set by the attorney general's office. This change should keep us below our maximum budgeted amount.

f. Mandatory Use of HotelPlanners Booking Portal

We were notified that effective November 1, 2014, the state revised travel requirements. We have been approved to be exempt from this mandate by Commissioner Nichols.

g. AEP Audit Discussion – Dr. Murelle Harrison

According to current AEP guidelines, Certified Clinical Supervisors must be employed to audit AEP courses at the time of renewal. However, this poses an issue for AEP's that offer only Prevention Courses as CCS's are a specialty to Addiction Counselors and not Prevention Professionals. Dr. Harrison recommends that in our current rule change that we add in a provision to allow LPP's to audit prevention training courses.

A motion was made by Jean Hartzog, CPP to approve the provision allow LPP's to audit prevention training courses for AEPs. The motion was seconded by Bernadine Williams, LAC, CCS. The motion was approved after a unanimous vote in the affirmative.

h. SAPTS Training Acceptance from non-ADRA approved educational providers – Dr. Murelle Harrison

Several of our Preventionists have submitted certificates for the SAPTS Training from non-ADRA approved educational providers. In an effort to help them avoid paying the Pre/Post Approval for these hours, the board recommended that the group that offers the SAPTS training to become an Approved Educational Provider or to contract with Dr. Harrison to use her AEP status when offering these courses for ADRA approval.

i. ADRA Approved Addictionologist List

A comprehensive list has been compiled for use and will be revised as needed.

j. Request for Approval of Courses for Addiction Specific Education- Stephanie Robinson

The courses submitted apply broadly as related but are not considered substance abuse addiction specific. The board denied the request.

VIII. Old Business

a. Board Appointment Update

Effective August 1, 2014, Dr. Ken Roy has been appointed to the board. His appointment date runs from August 1, 2014 through July 31, 2017.

X. Executive Director's Report: LaMiesa Bonton

- 2015 calendar was discussed; board members were reminded of ethics course deadline of Dec. 31st.
- Records retention schedule has been approved; first round of documents have been destroyed and discarded which is all expired files of more than 5 years. Next phase will be to destroy are all scanned filed. We are waiting on approval of the imaging exception.
- The IC&RC Meeting was held Oct 14-16 in Dallas. ED was not able to attend due to medical reasons but planning to attend the spring meeting. ADRA was able to recoup all funds put toward the trip.
- The new administrative assistant will begin work with us 30 hours/week starting Tuesday now that she is no longer in her position at school.
- The Comprehensive Annual Financial Report has been submitted.
- Reciprocity Question: if someone is a grandfathered LAC, and lets their LAC lapse, can they re-test and return as an LAC? The board responded No, the individual would be certified at the level he/she qualifies for under the new statute.
- Lease expires on 6/30/15..will be working on a new three year lease.
- The office is closed Thanksgiving Day and the day after, Christmas Day and the day after and New Year's day and the day after. During that those weeks we will have limited staff and maybe shortened office hours due to kids being out of school ect. We will keep everyone posted via the website and will be checking emails but should be slow.

Next meeting date: Friday, January 16, 2015; 10:00 a.m. @ the ADRA Office.

A motion was made by Paul Schoen, LAC, CCGC and seconded by Bernadine Williams, LAC, CCS to adjourn the meeting. The motion was approved after a unanimous vote in the affirmative.

Respectfully Submitted,

Jean Hartzog, CPP, Secretary/Treasurer