

**ADDICTIVE DISORDER REGULATORY AUTHORITY BOARD**  
**MEETING**

ADRA Office  
4919 Jamestown Avenue, Suite 203  
Baton Rouge, LA 70808  
September 15, 2017  
11:00 P.M

- I. Call to Order: Roy Bass, Chairman
- II. Roll call; set quorum: Bernadine Williams, Secretary/Treasurer
- III. Public Introductions and Representation
- IV. Approval of July 30, 2017 Minutes: Bernadine Williams, Secretary/Treasurer
- V. Treasurer's Report: Bernadine Williams, Secretary/Treasurer
  - a) July 2017
  - b) August 2017
- VI. Public Questions or Comments
- VII. Executive Director's Report: Lauren Lear, Executive Director
- VIII. Old Business
  - a) IC&RC Education Requirement Increase
  - b) IC&RC Fall Conference
- IX. New Business
  - a) Approval of applicants to be credentialed
  - b) Merit Increase
  - c) Degree Waiver Request – Eric Burt
  - d) Degree Waiver Request – Scott Kerr
  - e) Degree Waiver Request – Jill Broussard
  - f) Administrative Hearing – Kera Moseley 1:00 pm

Adjourn Meeting: Next Meeting Date: Friday November 17, 2017 @ ADRA 4919  
Jamestown Avenue, Suite 203 Baton Rouge LA 70811

Approved and Adopted: Roy Baas, Chairman                      X

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**Minutes**

Regular Meeting of Addictive Disorder Regulatory Authority Board

Friday, September 15, 2017 at 11:00 A.M

Held at:

ADRA

4919 Jamestown Ave Suite 203

Baton Rouge, LA 70808

September 15, 2017

11:00A.M

*I. Call to Order*

The September 15, 2017 regular meeting of the Addictive Disorder Regulatory Authority Board was called to order to by Roy Baas, Chairman, at approximately 11:00 A.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

Deborah Thomas, PH.D, LPP

Bernadine Williams, LAC, CCS, CCGC Secretary/Treasurer

Shaneeka Harrison, LAC

Catherine Lemieux .LCSW

Dr. Ken Roy MD

**Members Absent:**

Martin Thibodeaux, LAC

**ADRA Staff Present:**

Lauren Lear, Executive Director

Renee Franklin, Assistant Director

Ashley Carter, Administrative Assistant

Celia Cangelosi, Board Attorney

*III. Public Introductions*

*IV. Approval of July 30, 2017 Minutes (Attachment 2)*

A draft of the July 30, 2017 board meeting minutes was presented for approval. A motion was made to approve the minutes by Paul Schoen and seconded by Deborah Thomas. The motion was approved after a unanimous vote in the affirmative.

V. *Treasurer's Report (Attachment 3)*

The July and August 2017 Treasurer's Reports were presented by Lauren Lear, Executive Director. A motion was made by Shaneeka Harrison and seconded by Deborah Thomas to accept the report as given. The motion was approved after a unanimous vote in the affirmative.

VI. *Public Questions or Comments*

No public Comments were made.

VII. *Executive Director's Report: Lauren Lear, Executive Director*

- After the LASACT conference, we had some flack about not being in the office while we were in attendance. I feel that as executive director, it is not necessary for me to have much of a presence. I will be there for the board meeting, LASACT dinner and their board meeting, LASACT members meeting, and luncheon. But otherwise, I will be in the office.

- Since being back from the LASACT conference, we have spent a lot of time dealing with phone calls in regards to misinformation or misunderstanding information from the conference. Many people are inquiring about grandfathering and getting rid of RAC's. There is a lot of confusion out there and we are spending a lot of time trying to put out fires.

- We have implemented a transition to redistribute some of the workload from the assistant director to the administrative assistant. We are all working on improving our organizational skills to be able to work more efficiently. This past renewal cycle was a bit overwhelming with all the changes going on, in addition to getting ready for the board meeting and conference. We are taking necessary measures to resolve this.

- We have heard from LASACT and other individuals that we aren't answering our phone or returning calls again. This seems to happen every few years or so. To resolve this, messages are checked and returned first thing in the morning, we have extended phone hours till 2:30, we check the messages after every call and return that call immediately. We are not advertising the extended phone hours on the voicemail. But we will continue to answer the phone – Just as we always have.

VIII. *Old Business*

a. IC&RC education requirement increase:

IC&RC has increased their minimum standards for education from 270 to 300 hours. We've agreed to implement that change. This will go into effect October 1, 2017. We will update our applications and website to reflect the change.

b. IC&RC Fall Conference

**Minutes of ADRA Board Meeting of 09/15/2017**

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Travel arrangements has been made for the fall conference. Lauren will fly out on Sunday, October 22 and return Wednesday, October 25, 2017

IX. New Business

a. Approval of applicants to be credentialed

A motion was made by Paul Schoen and Seconded by Bernadine Williams to approve the applicants to be credentialed. The motion was approved after a unanimous vote in the affirmative.

b. Merit Increase

A motion was made by Catherine Lemieux and seconded by Shaneeka Harrison to approve a 7% merit increase. ADRA staff will receive 4% now and 3% in January 2018. The motion was approved after a unanimous vote in the affirmative.

- c. Degree Waiver Request-Eric Burt – No Action Taken
- d. Degree Waiver Request- Scott Kerr – No Action Take
- e. Degree Waiver Request- Jill Broussard – No Action Taken

f. Administrative Hearing-Keara Mosely

A motion was made by Shaneeka Harrison to enter into executive session for to determine findings of fact and conclusions of law and seconded by Bernadine Williams. The motion was approved after a unanimous vote in the affirmative

A motion was made by Shaneeka Harrison to exit from executive session and seconded by Bernadine Williams. The motion was approved after a unanimous vote in the affirmative.

A motion was made by Bernadine Williams and seconded by Shaneeka Harrison to accept the findings of fact, conclusions of law and proposed order by the prosecutor and board with amended changes. The motion was approved after a unanimous vote in the affirmative.

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

Respectfully Submitted,

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Bernadine Williams, LAC, CCGC, CCS Secretary/Treasurer