

# The Board of Professional Counselor and Therapists

Attendance - August 20, 2021

## Open Meeting - Minutes

<b>Members</b>	<b>Non-Members</b>
Jeffrey Galecki, MS, LCADC, LCPC, <i>Board Chair</i>	Tony Torain, Executive Director
Nicki Drotleff, LCMFT, <i>Vice Chair</i>	Danielle Vallone, Compliance Manager
Winnie Moore, LCPC, <i>Secretary</i>	Shelly- Ann Barnes, Investigator
Sharon Bolden, LCADC	Barbara Tanner, Investigator
Sara Carlton, Consumer	Ryan Dixon, Investigator
Mark Donovan, LCADC, LCPC	Rhonda Edwards, AAG
C. Scott Frazier, III, Consumer	Tawana Brown – Licensing Specialist
Karen Katrinic, LCMFT	Anna Sullivan – Licensing Specialist
Stacey Nelson, LCPC, LCPAT	Sandra Boxley – Licensing Specialist
Kimberly Poole-Styles, Rh.D., LCPC	Alexandria Langston – Licensing Specialist
Elizabeth Guroff, LCMFT	Janice Isaac – Licensing Specialist
Lisa Connors, LCPC	Lillian Reese – Legislative/Regulation Coord
	Kimberly Link

The meeting was called to order by the Chairman at 10:35 a.m. at which time he established that there was a quorum.

It was moved Sharon Bolden that the minutes be adopted and the motion was seconded by Stacey Nelson

It was moved by Sharon Bolden that the agenda be approved and the motion was seconded by Sara Carlton

The Chair indicated that he had no report.

The Chair recognized the Executive Director the administrative report and the following was discussed.

1. The Executive Director informed the Board that security doors have been placed at the entrance of board staff's work space. Anyone coming into the work space is required to have the passcode to enter the doors. He expressed pleasure in the fact that the staff is now safer in their workspace.

2. The Executive Director informed the Board that the representatives of the Federal Bureau of Investigation would be coming to the Board office to do an audit on August 31, 2021. The audit is an audit of the Criminal Justice Information System (CJIS) and as end user, we were asked to participate by answering questions and verifying the presence of certain files.
3. The Executive Director informed the Board that the issue related to the ability of Alcohol and Drug Trainees (ADTs) to practice telehealth between August 15<sup>th</sup> and October 1<sup>st</sup> had been resolved. After the call meeting on July 30<sup>th</sup>, he wrote a drafted a letter from the Board to the Governor for the Chair's signature. The letter was then sent to the Governor, the Secretary of the Department of Health and to two of the Secretary's cabinet members. Working with counsel, a solution was devised that permitted ADTs to practice telehealth in the period in question under the auspices of their supervisors.
4. The Executive Director informed the Board that the scanning project has begun. This is an effort to digitize the older files, both application and compliance files, in the office in order to have room for newer file. This work is being led by Alexandria Langston.

The Chair called on the Compliance Manager and there was no report.

The Chair called on the Credentialing Committee and the chair of that committee informed that the committee was working on its audit of the application files and would provide a full report in the September meeting.

The Chair called on the Legislative/Regulations Committee and the chair of that committee informed that the Committee would meet on the Wednesday before the September meeting. It was stated further that when the legislature is in session, this committee would meet weekly.

The Chair called for a report from the Discipline Review Committee. Nicki Drotleff reported that the committee had met at 9:00 a.m. and had gotten several cases resolved. She indicated that the committee would be meeting again at 1:30 p.m. to complete its agenda.

The Chair noted that the next Behavior Analyst Advisory Committee meeting would held on October 13, 2021.

There was no Old Business

There was no New Business

Under FYI, it was noted that the next Board Meeting would be on September 17, 2021.

Sharon Bolden moved for the Adjournment of the meeting and Karen Katrinic seconded the motion.

Submitted by Tony W. Torain, Executive Director