

**CBADP BOARD OF DIRECTORS MEETING MINUTES
MARCH 7, 2013
PARK PLACE CENTER, SIOUX FALLS, SD**

In attendance: Linda Peitz, Kristi Spitzer, Diane Sevening, Kathy White, Amy Hartman, Mark Bontreger and Jon Hagen.

Not in attendance: Kevin Joffer.

Administrative Staff in attendance: Paula Koller and Tina Nelson.

Peitz called the meeting to order at 10:30 a.m.

Sevening moved and Hartman seconded a motion to approve the December 6, 2012 Board of Directors meeting minutes. White abstained. Motion carried by a unanimous vote.

Amy Iversen-Pollreisz joined the meeting via conference call at 10:40 a.m.

The Board will have discussions with Terry Dosch, Council of Substance Abuse Directors, Jim Kenyon, Catholic Social Services and LeLewis Gipp, Indian Health Services, regarding the proposed administrative rule changes, in particular the clinical supervision and grandfathering requirements.

Peitz called for Public Input at 10:45 a.m. Hearing none, she proceeded with the agenda.

Sevening will not be available to present the proposed changes to the administrative rules, at the SDAAPP conference in April. Peitz and Spitzer will present the information.

Rose Grant was in attendance at 11:00 a.m. to present the budget and financial report. Hagen moved and Spitzer seconded a motion to approve the information as presented. Motion carried by a unanimous vote.

Iversen-Pollreisz stated that the CBADP is the only board that has a Certified Public Accountant (CPA) on contract. Other Boards do their accounting in house, with assistance and support from the Department of Social Services fiscal staff. Sevening moved and White seconded a motion that the Board renew Rose Grant's contract for the next twelve months, with the understanding that she will assist in preparing and transitioning the CBADP to complete all financial reports and budgets in house. Motion passed by a unanimous vote.

Spitzer moved and Sevening seconded a motion to permit individuals on inactive or retirement status to grandfather to certification or licensure and keep the inactive or retirement designation.

Sevening indicated that she is making progress with creating the specialized education course criteria required for licensure.

The board reviewed the coursework required for licensure and determined that some changes were necessary. Spitzer moved and White seconded a motion that the Psychopharmacology/Psychopathology course would be separated and become two courses. The Cultural Competency, Relapse Prevention, and Wellness, Recovery & Maintenance courses would be eliminated and Clinical Supervision would be added. Motion carried by a unanimous vote.

Bob Carr submitted the following question to the Board: Will diagnosing Axis V be considered relevant to the scope of practice for licensed addiction counselors? The Board determined that it would be dependent upon the individual's education, expertise, billing and third party payer requirements, etc.

The Board of Directors needs to submit three nominations for the open lay position / vacancy on the Board. The Board agreed to nominate Shane Bartels. Two additional nominations will need to be submitted to the Governor's Office for review and consideration.

Bratkiewicz in attendance at 1:00 p.m.

Bratkiewicz recommends the following verbiage be included in the CBADP's Administrative Rule changes: An individual who files an ethics complaint does not have a right to participate in the hearing. Bratkiewicz will work on the language and forward it to the CBADP.

In order to maintain attorney/client privilege and confidentiality in communications with Mr. Bratkiewicz, attorney for the Board, Peitz moved the meeting into Executive Session at 1:10 p.m.

Peitz declared the Board out of Executive Session at 1:50 p.m.

2009-10 Spitzer moved and White seconded a motion that Bratkiewicz send a letter to the individual stating that, as outlined in the Order filed on March 5, 2012, the individual is required to complete the application paperwork, to include the appropriate fee and submit college transcripts providing proof that he/she successfully completed the ethics course. After all of the required information is received, the Board will review the materials. The file remains closed. Motion carried by a unanimous vote.

2012-0 No action necessary. The file is considered closed.

2012-1 & 2011-3 The Board is deferring a decision until additional information is received from the Health Professionals Assistance Program (HPAP).

2012-9 Spitzer moved and White seconded a motion that Bratkiewicz send a letter to the individual recommending that she/he participate in a Treatment Needs Assessment, at a state accredited agency, completed by a CCDC II or CCDC III. The counselor recommendation must be submitted to the Board. No additional information has been received from the individual's attorney. Motion carried by a unanimous vote.

2012-10 Spitzer moved and White seconded a motion that Bratkiewicz send a letter to the individual stating that due to his/her lack of cooperation with the CBADP's investigation, he/she may not practice as a trainee, until he/she has cooperated with the investigation. The individual will not be eligible for reinstatement or renewal of status until the pending ethical complaint is fully resolved. Motion carried by a unanimous vote.

2012-10 & 2011-2 - 2:00 conference call with the individual and her/his attorney, to discuss the substance of the ethical complaint and the allegations made. Spitzer moved and White seconded a motion that Bratkiewicz send a letter to the individual requesting that she/he respond, in writing, to several clarifying questions, provide reports, records or other materials, submit correspondence and communications regarding the TNA or updated TNA and notify the Judge of the presenting situation. It is the Board's expectation that the individual collect and provide all of the information concerning the complaint. The individual's request for renewal or reinstatement of her/his certification remains pending. Motion carried by a unanimous vote.

Sevening moved and Hagen seconded a motion, that the CBADP not renew its contract with the Health Professionals Assistance Program (HPAP), due to the CBADP's current financial situation. Motion carried by a unanimous vote.

White moved and Hartman seconded a motion that the CBADP not join the Sioux Falls Area Chamber of Commerce at this time. Motion carried by a unanimous vote.

White moved and Hagen seconded a motion to appoint Spitzer as Vice-Chairperson. Motion carried by a unanimous vote.

M.L. submitted a request for reinstatement of his/her certification. Spitzer moved and Sevening seconded a motion to deny the request. Motion carried by a unanimous vote.

Spitzer moved and Hagen seconded a motion to adjourn the meeting at 3:30 p.m. Motion carried by a unanimous vote.

Respectfully Submitted,
Tina M. Nelson