

Alcohol and Drug Counselor Committee

Public Session Minutes

January 23, 2004

I. CALL TO ORDER

The meeting was called to order at 9:57 a.m. in the Sussex Conference Room, 6th floor, 124 Halsey Street, Newark, New Jersey by Chairman Edward Reading who gave notice of compliance with the Open Public Meetings Act.

II. ROLL CALL

Present:

Committee Chair, Edward Reading
Committee Vice Chair, Donald Weinbaum
Committee Member, Sylvia Lippe
Committee Member, Georgene Brazer

Excused:

Committee Member, Fredrick Reihl

Staff Present:

Executive Director, Elaine L. DeMars
Deputy Attorney General, Susan Berger
Administrative Staff, Celeste Sweeper
Administrative Staff, Tawana Thomas

III. APPROVAL OF PUBLIC MINUTES

A. November 24, 2003.

On a motion made by Sylvia Lippe and seconded by Donald Weinbaum, the minutes were approved as amended.

B. December 22, 2003

On a motion made by Sylvia Lippe and seconded by Donald Weinbaum, the minutes were approved as amended.

IV. LEGISLATIVE/REGULATORY

DAG Susan Berger reported that the Summary of Public Comments and Agency Response for proposed regulation (N.J.A.C. 13:34C) has been forwarded to the Office of the Attorney General for review.

V. CORRESPONDENCE

Correspondence on today's agenda was moved to Executive Session.

On a motion by Donald Weinbaum, seconded by Georgene Brazer and followed by a unanimous vote, all correspondence dealing with an individual's personal circumstances and his or her qualifications for certification and or licensure that may result in an application were determined to be more appropriately reviewed in executive session. General questions that are addressed in the statute and proposed regulations will be handled by the Executive Director.

VI. TRANSCRIPTS

On a motion by Ed Reading and seconded by Don Weinbaum, the Committee agreed that the application instructions should direct applicants to provide documentation of the APCBNJ certification with their application. CADCs seeking a State CADC need only supply a copy of their certificate. The instructions will be corrected and the Committee will provide copies of the application packet to APCBNJ.

VII. APPLICATION MAILING

Executive Director, Elaine DeMars reported that a list of current CADCs has been received from APCBNJ. The list is in order by date of certification and is being converted into the database in order to create a record and produce mailing labels. The Committee staff will begin to prepare application packets for mailing. On a motion by Edward Reading, seconded by Don Weinbaum and a unanimous vote by the Committee, it was determined that the regular application is to be posted on the Web page for downloading by potential applicants. The following statement will be included: "Anyone who was certified by APCBNJ on or before January 9, 1998 and who may qualify for certification or licensure through the "grandfather" provision of N.J.S.A. 45:2D-16 and N.J.A.C. 13:34-2.1 will be mailed an application. If such application is not received by March 1, 2004, contact should be made with the Committee's office."

VIII. RE-CERTIFICATION REQUIREMENTS

Executive Director, Elaine DeMars addressed the Committee regarding continuing education. The Committee confirmed that all certificate holders and licensees will be required to complete continuing education for first renewal in 2006. These credits can only be earned after certificate and license holders are officially certified and/or licensed by the Committee. The 2006 - 2008 renewal will include a certification for the continuing education requirement.

IX. DEFICIENCY LETTERS

Draft copies of deficiency letters, intended to be utilized in the application review process, were provided to Committee members. Upon review the Committee made minor changes for use in communicating with applicants in the review process.

X. APPLICATION BY CREDENTIAL - ENDORSEMENT

The Committee was informed that there have been several inquiries regarding the recognition of out-of-state certificate holders for certification/licensure in this State. Following discussion, it was agreed that any state that is an International Certification and Reciprocity Consortium / Alcohol and Other Drug Abuse, Inc. (ICRC) testing state with substantially equivalent education and training requirements is to be considered to be equivalent to New Jersey. There are only a few states that are not ICRC states. A list of ICRC states will be obtained for reference in the processing of these applicants. A draft endorsement application will be finalized for use in the endorsement process.

XI. APCBNJ EXAM DATES

The regulatory requirement that the Committee qualify candidates to sit for the examination was discussed. On a motion by Ed Reading and seconded by Don Weinbaum, the Committee agreed to authorize APCBNJ to schedule all qualified written examination applicants for the next two APCBNJ exams (March 13 and June 12, 2004) during the transition period to State certification and licensure without the Committee's approval. This information will be provided to those who have contacted the Committee office. A process for granting permission for sitting for the Case Presentation Method (oral) examination will be discussed during the February 27, 2004 Committee meeting.

XII. PUBLIC COMMENT

Greg Tardiff, CADC, addressed the Committee and spoke about the "language" currently contained in the "grandfather" application cover letter. Ed Reading had addressed this issue moments earlier. Therefore, Mr Tardiff's questions had been answered.

XIII. EXECUTIVE SESSION

At 10:59 a.m., Georgene Brazer made a motion, that was seconded by Sylvia Lippe, to adjourn Public Session in order to discuss pending matters in Executive Session

XIV. ADJOURNMENT

On a motion by Sylvia Lippe, seconded by Edward Reading, the meeting adjourned at 2:02 p.m.

Respectfully Submitted,

Elaine L. DeMars
Executive Director

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