

ALCOHOL AND DRUG COUNSELOR COMMITTEE  
PUBLIC SESSION MINUTES  
March 26, 2004

**I. CALL TO ORDER**

The meeting was called to order at 9:32 a.m. in the Hudson 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

Excused: Committee Member, Georgene Brazier

Staff Present:

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

**III. APPROVAL OF FEBRUARY 27, 2004 PUBLIC MINUTES**

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

**IV. APCBNJ MATTERS**

A. Oral Examination

Richard Bowe, Executive Director of the Addiction Professionals Certification Board of New Jersey was present to discuss procedures for the examinations. Mr. Bowe spoke in detail about the written and oral examinations, general content areas and the methods for scheduling, evaluation and scoring of the examinations. In response to the Committee's request, Richard Bowe provided information on the equipment and procedures for the audio-taped oral examination. APCBNJ will provide the Committee with quarterly reports of information collected through the Post Interview Assessment forms included in the candidate examination packet. Reports of irregularities in the examination process will be reported to the Committee immediately. Examination scores will be sent to the Executive Director within 45 days of the administration of the examination.

The Committee previously authorized APCBNJ to provide the oral and written exams to applicants who initiated the application process with APCBNJ through the June 12, 2004 examination.

In order to provide applicant identity verification, all subsequent applicants will be required to submit two (2) passport-type photographs with their State application.

B. Reciprocity

The Addiction Professionals Certification Board of New Jersey will provide verification of credentials for out-of-state certifications. The verification will include examination scores. The Committee will make a determination of the substantial equivalency of that state's requirements to that of New Jersey.

Applicants who have received Alcohol and Drug Certification from another state, prior to January 9, 1998, with a Masters degree must complete a "regular" application for the Licensed Clinical Alcohol and Drug Counselor designation. As is the case with all applications, Deputy Attorney General Susan Berger suggested that these applications be looked at individually and in a thorough manner. It was noted that applicants presenting out-of-state certifications will not qualify pursuant to the grandfather provision unless an APCBNJ certificate was granted on or before January 9, 1998.

## **V. LEGISLATIVE/REGULATORY**

### **A. N.J.A.C. 13:34 C**

Regulatory Analyst Danielle Swenson informed the Committee that the regulations (N.J.A.C. 13:34C, the Alcohol and Drug Counselor Licensing and Certification Act) were published on March 15, 2004. Mrs. Swenson will provide the Committee with a copy of the final version when available.

### **B. ASSEMBLY BILL 1913**

Executive Director DeMars reported that on March 15, 2004, Assembly Bill 1913 was approved in the Assembly with 77 members having voted for the bill and 2 members having voted in opposition. The legislation would provide for the creation a study commission charged with determining whether a recommendation should be made for the transfer of the medical boards under the Division of Consumer Affairs to the Department of Health.

## **VI. CORRESPONDENCE**

A. Martin Mersereau, People for the Ethical Treatment of Animals The Committee reviewed Mr. Mersereau's request for an opinion regarding the reporting responsibilities of counselors when dealing with clients who may confess to cruelty to animals. Upon review, the Committee requested that a response be forwarded to Mr. Mersereau to inform him that the Committee will be guided by the confidentiality requirements contained in the regulations.

### **B. Press Release: "Texas-Based Substance Abuse Counselor Pleads Guilty to Using Passaic County Clinic"**

The Committee reviewed the report regarding Bennie Martin, LPC. Executive Director Elaine DeMars reported that the professional counselor license status is "terminated" due to non-renewal. The press release was accepted as informational.

### **C. Frederick Reihl**

The Committee received a letter from Committee Member Frederick Reihl informing them of his resignation. Mrs. Reihl has moved out of state. His resignation is in compliance with the residency requirement for State service.

## **VII. APPLICATION PROCESSING**

### **A. License/Certification Application Submission Report**

Executive Director Elaine DeMars reported that a total of 433 grandfather applications and 114 non-grandfather applications have been received to date.

### **B. Procedures for Committee Review of Applications**

The Committee was provided with an application review sheet to be used to record their findings and recommendations for each application reviewed. It was noted that the preliminary review would have been completed and is recorded on a checklist contained in each application file. The reviewing Committee member is to note any questions or concerns with the information submitted on the application. Staff will follow up as

necessary to request additional information. For those applications that are determined to have met all requirements, the review sheet will indicate the level of licensure and approval date. The Committee will then vote to approve all qualifying applicants for certification or licensure.

### C. Grandfather Application Processing

1. It was noted that there are listings on the APCBNJ list that indicate a CADC certification date that are actually the CAC and/or CDC initial certification date. APCBNJ reported that the original certification date was maintained when the certificate was upgraded to the CADC. For the purposes of processing grandfather applications, it is only the CADC issued on or before January 9, 1998 that will be recognized.

2. Pursuant to N.J.S.A. 45:2D-10 and N.J.A.C. 13:34C-1.0, those applicants certified by any organization other than APCBNJ, do not meet the requirements under the grandfather provision. A regular application is required for those applicants. It was also noted that applicants who received an out-of-state certification through that state's grandfather provision, do not qualify under the grandfather provision of the New Jersey statute.

## VIII. LICENSE DOCUMENT PROCESSING

### A. License/Certification Period

The initial licensing/certification period for LCADC and CADC's has been established as August 1, 2004 through July 31, 2006. The effective date for each certification and license will be based on the Committee approval date.

### B. Printing

Executive Director DeMars presented the Committee with a copy of what will be the printed biennial license document. With the Committee in agreement, Ms. DeMars will look into revising the certificate in order to clearly indicate the approved license category.

### C. Wall Certificate Format

The Committee was provided with a draft of the wall certificates to be issued upon initial licensure or certification. The Committee members approved the wall certificates printed as presented.

## IX. OLD BUSINESS

A. Committee Presentations: N.J.A.C. 13:34C and the Application Requirements Executive Director DeMars reported that presentations were made on March 19 and March 24. The presentations were well received. To date, the following presentation dates have been confirmed:

PACADA - March 19, 2004

Monmouth University - March 24, 2004

Associated Treatment Providers - April 28, 2004

Jersey City Alliance for Drug and Alcohol Abuse - May 5, 2004

PAC - July 16, 2004

### B. Division of Law Billing

Deputy Attorney General Susan Berger reported that the discrepancy in the billing for legal services has been corrected.

## X. PUBLIC COMMENT

There were no public members present.

## XI. REVIEW OF CREDENTIALS

The Executive Director reported that on March 15, 2004, the Board of Marriage and Family Therapists Examiners approved the applications of the following Committee Members:

Sylvia Lippe, LCADC  
Edward Reading, LCADC  
Frederick Reihl, LCADC  
Donald Weinbaum, LCADC

Following the executive session review of applications, on a motion by Sylvia Lippe and seconded by Donald Weinbaum, the Committee voted to approve the following applications:

Licensed Clinical Alcohol and Drug Counselor

Susan Boggia	Nancy Horowitz
James K. Brittain	Sharon E. Katz
James P. Brown	John D. King
Richard A. Contini	Judith G. Livant
Janet Currie	Kathryn C. Lynch
Connie M. DeGennaro	Susan Lee Matches
Diane G. DeValve	Gregory Tardiff
Laurie A. Emhe	Anne Winkleman

The following applicants were conditionally approved for LCADC licensure, pending clearance of their criminal history background report:

Gary S. Abraham	Eliza Jo Paine
Liselle Badache	Susan M. Raia
Eddie J. Mann	Frank K. Santo
Juanita Nazario	Josephine Tapia

At 12:01 p.m., a motion was made by Sylvia Lippe and seconded by Donald Weinbaum, with the Committee voting unanimously to close the Public Session in order to review individual applications and to discuss pending confidential matters.

On a motion by Sylvia Lippe and seconded by Donald Weinbaum, the meeting adjourned at 1:00 p.m.

Respectfully Submitted,

Elaine L. DeMars  
Executive Director

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