

**ALCOHOL AND DRUG COUNSELOR COMMITTEE  
PUBLIC SESSION MINUTES  
AUGUST 22, 2008**

**I. CALL TO ORDER**

This scheduled meeting was called to order at 9:32 a.m. in the Hudson Conference Room, 6th floor, 124 Halsey Street, Newark, New Jersey by Committee 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, Sylvia Lippe  
Committee Member, Norwood Allen  
Committee Member, Jamie Lugo

Recused:

Committee Member , Lorenzo S. Puertas

Until the matter is resolved, Public Member, Lorenzo Puertas recused from attendance based on services he provides related to the profession that may be a possible violation of the statutory requirement for public board members.

Staff Present:

Susan Berger, Deputy Attorney General  
Elaine L. DeMars, Committee Staff  
Celeste Paige, Committee Staff

**III. APPROVAL OF MINUTES**

On a motion by Sylvia Lippe, seconded by Jamie Lugo, the minutes of the July 25, 2008 public meeting were approved as presented.

**IV. PUBLIC COMMENT**

There were no members of the public in attendance.

**V. LEGISLATIVE/REGULATORY**

**A. Regulation Sunset - N.J.A.C. 13:34C**

Regulatory Analyst Maryann Sheehan facilitated the Committee's continued review of the regulations (N.J.A.C. 13:34C-1 et seq.) incorporating proposed revisions to clarify the current language. The Committee will be provided with a corrected version including today's corrections/revisions for review during the September 19, 2008 agenda meeting.

**B. Enactment of A-789/S-1279**

The Committee accepted as informational a copy of Pamphlet Law 2008, Chapter 62 Assembly, No. 789. The law delays the expiration date of certain professional and occupational licenses and registrations for

individuals with certain types of military service.

## **VI. LICENSE RENEWAL**

As of August 21, 2008 1,247 LCADC have completed the renewal process, 1,202 having been completed online, 45 were paper renewals and 94 remain outstanding. 469 CADCs have renewed their licenses, 455 online and 14 were paper renewals and 77 remain outstanding. The expiration date is August 31, 2010.

## **VII. OLD BUSINESS**

Legal Standards Course N.J.A.C. 13:34C-5

The Committee reviewed an e-mail submitted by Nancy Speelman Edwards who wrote regarding the lack of available legal standard course offerings. The Committee discussed providing another training workshop to certify additional trainers. The Committee determined to ask Richard Bowe, Executive Director of APCBNJ to forward letters to the current list of certified trainers to determine the number, date and location of courses each presented. Mr. Bowe will also be asked to provide the list of scheduled classes and identify additional individuals who may qualify for instructor training. New Jersey Prevention Network will also be contacted for course schedule information.

## **VIII. FILED CONSENT ORDERS**

Paul Steffans, LCADC (restricted)

The Committee reviewed information forward by Mr. Steffans pursuant to the July 28, 2006 Filed Consent Order and in support of his petition to obtain an unrestricted license to practice alcohol and drug counseling. On a motion by Edward Reading, seconded by Norwood Allen, the Committee determined to move the matter to Executive Session for further discussion. Following review; the Committee found that Mr. Steffans had complied with the terms of the Consent order and determined to issue him an Order granting him an unrestricted license.

## **IX. CORRESPONDENCE**

Nicholas Khan

Upon review of Mr. Khan's request for an extension in which to complete the continuing education requirement and the explanation of his misunderstanding of the requirements, the Committee agreed to inform Mr. Khan that documentation of completion of the continuing education requirement must be received in the Committee office no later than September 30, 2008.

## **X. REVIEW OF CREDENTIALS**

### **A. Approved Academic Programs**

The Committee was provided with current program (Domain) matrices to document satisfaction of N.J.A.C. 13:34C-2.3(b) 4 (270 hours of alcohol and drug education) for the following educational institutions: Atlantic Community College, Essex County College, Middlesex County Community College, Monmouth University, Montclair State University, New Jersey City University, Ocean County Community College, Passaic County Community College, Rowan University, and The College of New Jersey. Pursuant to N.J.A.C. 13:34C-2.3(b) 4, the course work was approved by APCBNJ, the New Jersey ICRC Affiliate.

### **B. Application Review**

On a motion by Sylvia Lippe, seconded by Norwood Allen the following applications were approved as listed:

Approved for Written and Oral Exam

Blumberg, Tara  
Fischer, Mark  
Lazano, Charlotte  
Moore, Alphonso  
Nepsha, Karen  
Rivera, Lavern  
Sears, Natqiya  
Zayas, Miriam

Approved for Oral Examination

Andujar, Armondo  
Carter, Aaron  
O'Brien, Lawrence

LCADC- Regular

Bowen, Lisa  
Brazell, Judy  
Dorocki, AnnMarie  
Gibson, Debra  
Harvey, Kathy  
Matichak, Phyllis  
Nussbaum, Tammy  
Veras. Francisco

LCADC- Upgrade

Flanagan, John  
Holloway, Robyn

CADC - Regular

Altamirano, David  
Dolan, Alice  
DuBois, Allison  
Gibson, Deena  
Luciano, John  
Snyder, Robert  
Vargas, Alberto  
Wasek, George

**XI. NEXT MEETING**

The next meeting of the Committee is scheduled for Friday, September 19, 2008

September 19, 2008 November 21, 2008  
October 24, 2008 December 19, 2008

**XII. EXECUTIVE SESSION**

At 10:00 a.m., on a motion by Jamie Lugo, seconded by Sylvia Lippe, the Committee moved to Executive Session to discuss pending disciplinary and confidential matters.

### **XIII. ADJOURNMENT**

On a motion by Sylvia Lippe, seconded by Jamie Lugo, the meeting adjourned at 5:39 p.m.