



CHRIS CHRISTIE  
Governor

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Lt. Governor

## New Jersey Office of the Attorney General

Division of Consumer Affairs  
State Board of Marriage and Family Therapy Examiners  
Alcohol and Drug Counselor Committee  
124 Halsey Street, 6th Floor, Newark, NJ 07102



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### ALCOHOL AND DRUG COUNSELOR COMMITTEE PUBLIC SESSION MINUTES OCTOBER 22, 2010

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#### **I. CALL TO ORDER**

The meeting of the Alcohol and Drug Counselor Committee was called to Order at 9:32 a.m. in the Hudson Conference Room, 6<sup>th</sup> floor, 124 Halsey Street, Newark, New Jersey.

#### **II. ROLL CALL**

##### **Present:**

Committee Chairman, Edward Reading  
Committee Vice-Chair, Sylvia Lippe  
Committee Member, Norwood Allen  
Committee Member, Jamie Lugo

##### **Recused:**

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

##### **Administrative Staff Present:**

Elaine L. DeMars  
Vivian Lopez  
Celeste Paige

In accordance with Chapter 231 of P.L. 1975, more commonly referred to as the Sunshine Law, adequate notice of this meeting was provided by mail to the Office of the Secretary of the State of New Jersey, The Newark Star Ledger, The Trenton Times, The Bergen Record and the Courier Post and also posted on the Committee's web page.

**Announcement of quorum was made by Committee Chair Dr. Edward Reading.**

#### **III. PUBLIC COMMENT**

Kendra Hayes of the American Association of Social Work Boards-New Jersey attended the public meeting.

#### **IV. APPROVAL OF MINUTES**

On a motion by Sylvia Lippe, seconded by Jamie Lugo, the minutes of the September 20, 2010 public meeting were approved as amended.

## **V. LEGISLATIVE/REGULATORY**

Regulatory Analyst Maryann Sheehan attended the meeting to inform the Committee of the Executive Order of 1963. The Order stipulated that any information not deemed confidential is deemed public information. The Court gave all Departments and Divisions five (5) months to respond and present requests to modify the rule.

## **VI. ADMINISTRATIVE REPORT**

### **2010-2012 Renewal Report**

The Committee was provided with the current statistics for the biennial renewal (August 1, 2010 - July 31, 2012) , 1,397 LCADCs completed the renewal process with 96% utilizing the online option. There are 38 licensees who have not completed the renewal process and those licenses have been terminated.

There were 564 CADCs who had completed the renewal process with 92% completing the process online. 39 CADCs failed to complete the renewal process and those licenses have been terminated.

## **VII. NEW BUSINESS**

### **Legal Standards Training**

The Committee determined to schedule the Legal Standards Training for October 28, 2010. Qualified trainers and educators have been notified of the training. The training will include the October 6, 2009 amendments to N.J.A.C. 13:34C-1 et seq. and the Uniform Enforcement Act. Pursuant to N.J.A.C. 13:34C-5.2(d), all certified and licensed clinical alcohol and drug counselors are required to complete the 6 hour training with a qualified trainer during the initial renewal period and is permitted to complete the requirement prior to application. The Committee has also determined that certificate holders and licensees may repeat the course in subsequent renewal periods for continuing education contact hour credit.

## **VIII. OLD BUSINESS**

A. Kelly Ward, LCADC, Monmouth University

## **IX. NEW BUSINESS**

A. Sylvester Livingston, CADC

## **X. NEXT MEETING**

The next meeting of the Committee is scheduled for Friday, November 19, 2010.

### **2010 meeting dates:**

November 19, 2010

December 16, 2010

## **XI. EXECUTIVE SESSION**

On a motion by Norwood Allen, seconded by Jamie Lugo, the Committee moved to Executive Session at 10:32 a.m. to review criminal history background reports, pending disciplinary and confidential matters.

## **XII. REVIEW OF CREDENTIALS**

### **Upgrade LCADC**

**LCADC**

**CADC**

**Written and Oral Exams.**

**XIII. ADJOURNMENT**

On a motion by Sylvia Lippe, seconded by Norwood Allen the Committee adjourned the meeting at 4:13 p.m.