

R.I.B.L.C.D.P.

May 9, 2007

Minutes

Present: Steve Horovitz, Chairperson, Rebecca Boss, Cheryl Swenson, L. Sandie Smith, JJ.Johnson, Johanna Rylands, Debra Tiliouine, Jorge Cevallos, Betsy Kretchman Melissa Morgan, Administrative Assistant

Absent: Jo-Anne Ash

Meeting called to order at 9:35am

Steven welcomed all members and read the items on the agenda for today's meeting

Review of April 11, 2007 meeting minutes

Sandie Smith motioned to approve the minutes

Cheryl Swenson Second

Approved by unanimous decision

License Application Reviews:

Two license applications were reviewed

David W. Williams – Approved

Debra Raiche – Approved

Erica Johnson – Approved, after reviewing picture

New Agenda Items:

The Governor sent Eileen Dykeman a letter thanking her for servicing the LCDP Board.

New vacancy position still available. Sharon Morello sent her resume to the Board and is interested in being a Board member as the DATA representative. Steve Horovitz will contact David Spencer or Neil Corkery for a volunteer member to sit on the Board

Johanna Rylands said he would contact the RI Board of Certification of Chemical Dependency for Professionals about getting a licensed member to sit on the Board.

Old Business

Melissa will contact Chris DiPhillipo regarding Jo-Anne Ash and Jorge Cevallos' appointment to the Board

Hearing Procedures:

The Board discussed the steps to take to streamlining the procedure from getting a complaint to determining sanctions and the appeal process.

It was determined that Becky Boss will set up a meeting with Paul Pisano, MHRH Legal to discuss the appeal process when the Board

makes their recommendations before a formal letter goes to the Director of MHRH and to the person in question.

Steve then drew out a detailed plan of how the Board should conduct the process according to the By-Laws. The process follows:

- 1. A complaint is brought to Recertification Board**
- 2. Johanna Rylands informs the Board**
- 3. The Recertification Board proceeds to an investigation to see if there is probable cause or no finds**
- 4. It is reviewed by the Chair of the Investigation Board**
- 5. Johanna submits a letter of findings to the LCDP Board, Dept of MHRH Legal and the person of interest**

The LCDP Board members then:

- 1. Reviews the complaint**
- 2. Determine what the sanctions, if any**
- 3. Invite the License individual to the next meeting**
- 4. Invite special management – Legal**
- 5. Accept Sanctions (Steve will review the case before recommending sanctions and give the Licensee a chance to appear before the board)**
- 6. When the Board makes their recommendations it will be presented to MHRH Legal before it is sent to the Director**

Board moves into Executive Session 10:40am

Executive Session ended 10:50am

By-Laws/Code of Ethics Review will be reviewed at the June 13 meeting

Announcements:

Congradulations to Cheryl Grey-Swansen and Jorge Cevallos who be will be getting their MSW degree this month.

Meeting adjourned 10:50am