

**THE RHODE ISLAND BOARD FOR LICENSING OF  
CHEMICAL DEPENDENCY PROFESSIONALS**

**OPEN SESSION**

**MEETING MINUTES**

**March 14, 2014**

**Members Present      Staff Present**

**Richard Froncillo      Jane Morgan**

**James Gillen      Linda Phillips**

**Robert Marshall      Rosemary Sheets      Linda Esposito**

**Members Absent**

**Ian Knowles**

**1. Call to Order**

**The meeting was called to order at 10:50 AM with a motion by James Gillen and seconded by Richard Froncillo.**

**2. Review and Approval of Minutes**

**There were no past minutes for review during this meeting.**

### **3. Administrative Issues**

- **A warm welcome was given to Richard Froncillo and Robert Marshall who are newly appointed to this Board. An overview of their role and the functions of the Board were discussed. It was stressed that with so few board members, their commitment to attending these meetings is essential in order to carry out the business of the Board.**
- **The list of new LCDP Licensees was circulated and reviewed. Motion to accept was made by Richard Froncillo and seconded by James Gillen. List of Licensees were unanimously approved.**

### **3. Old Business**

**None**

### **4. New Business**

- **The dates for future meetings of the Board were discussed. It was agreed upon that this Board will meet quarterly, continuing to meet on the first Tuesday of the decided month, beginning at 8:30 am. With today's special meeting and two others already set for April 1st and October 7th, one additional meeting is to be set and a revised meeting notice will be distributed.**

## **5. Adjourn to Executive (CLOSED) Session**

**A motion was made by Richard Froncillo and seconded by James Gillen to adjourn to Executive Session at 11:05 am.**

## **6. Return to OPEN Session**

**The OPEN session was called back to order at 12:55 pm with a motion made by Richard Froncillo and seconded by Robert Marshall.**

## **7. Final Actions**

**None**

## **8. Adjourn**

**On a motion made by Richard Froncillo and seconded by Robert Marshall, it was  
unanimously voted to adjourn at 1:00 pm.**

**Minutes respectfully submitted by:**

**Linda Phillips, Board Manager**  
**Rhode Island Department of Health**