

DIVISION OF HEALTH SERVICES REGULATION
BOARD OF LICENSING FOR CHEMICAL DEPENDENCY PROFESSIONALS

3 CAPITOL HILL
CONFERENCE ROOM 205
PROVIDENCE, RHODE ISLAND

Tuesday, August 19, 2014
8:30 AM

OPEN SESSION MINUTES

BOARD MEMBERS IN ATTENDANCE

David Dorsey
Richard Froncillo
Ian Knowles
Robert Marshall

BOARD MEMBERS NOT IN ATTENDANCE

James Gillen

STAFF MEMBERS IN ATTENDANCE

Arlene Hartwell, Board Manager
Jane Morgan, Legal Counsel

OTHERS IN ATTENDANCE

None

1. Establishment of a quorum

A meeting of the Board of Licensing for Chemical Dependency Professionals was held on August 19, 2014 at the Rhode Island Department of Health, Conference Room 205, 3 Capitol Hill, Providence, RI 02908. A quorum was established and the Open Session meeting was called to order at 8:47 on a motion by Ian Knowles and seconded by Richard Froncillo. Motion carried.

2. Presentation of the June 24, 2014 Open Session Meeting Minutes

Motion was made by Ian Knowles and seconded by Richard Froncillo to accept the Open Session minutes of June 24, 2014. The Board voted unanimously to approve the Open Session minutes as presented. Motion carried.

3. Board Manager Report

- Introduction
 - David Dorsey newly appointed board member
 - Arlene Hartwell newly appointed board manager
- Communications
 - Chief of the Office of Health Professionals Regulation is instituting policy and procedure to ensure uniformity among boards.

4. Old Business

- Robert Marshall made a motion that the board formally adopt the Rhode Island Board for The Certification of Chemical Dependency Professionals Code of Ethical Conduct to be held in accordance with the provisions of Rules and Regulations for Licensing Chemical Dependency Professionals. The motion was seconded by Richard Froncillo. Vote was unanimous. Motion carried.

5. New Business

- Jane Morgan informed the board that a chairperson should be elected.
 - Richard Froncillo made a motion to appoint Ian Knowles as Chairperson of the Board of Licensing for Chemical Dependency Professionals. David Dorsey seconded the motion. The board voted unanimously. Motion carried.

6. Motion to adjourn to Closed Session

Motion was made by Richard Froncillo and seconded by David Dorsey to adjourn to Closed Session at 9:45 AM Motion carried.

Chairperson Ian Knowles read the following aloud:

Pursuant to Sections 42-46-4 and 42-46-5(a)(1) of the Rhode Island General Laws, for the purpose of discussing job performance, character, physical or mental health of applicants for licensure. Said individuals have been notified in advance by writing that they may request that the discussion be held at an open meeting. Also, pursuant to Sections 42-46-4 and 42-46-5(a)(4) of the Rhode Island General Laws, for investigatory proceedings regarding allegations of civil or criminal misconduct.

7. Motion to return to Open Session

Motion was made by Robert Marshall and seconded by Ian Knowles at 10:43 AM to re-open the Open Session and to seal the Minutes of the Closed Session pursuant to Sections 42-46-4, 42-46-5 and 42-46-7 of the Rhode Island General Laws. Motion carried.

8. Final Actions on all votes taken in Closed Session

- The board proposed action on five (5) cases.

9. Adjournment

The next Board of Licensing for Chemical Dependency Professionals meeting will be held Tuesday, October 7, 2014 at the Rhode Island Department of Health, Conference Room 205, 3 Capitol Hill, Providence, RI 02908. Motion was made by Ian Knowles and seconded by Richard Froncillo to adjourn at 10:48 AM. Motion carried.

Respectfully submitted,



Arlene Hartwell
Board Manager
Office of Health Professionals Regulation