



Sarah Huckabee Sanders
GOVERNOR

Renee Mallory, RN, BSN
SECRETARY OF HEALTH

Jennifer Dillaha, MD
DIRECTOR

Arkansas State Board of Examiners of Alcoholism and Drug Abuse Counselors

Meeting Minutes

January 17, 2025

Board Members Present

Andrew	Beavers
Debbie	Crews
Sean	Culpepper
Rusti	Holwick
Kathleen	Housley
Antimoore	Jackson
Carol	Moore
Angela	Rich
Andrea	Roaf-Little
Teresa	Roark
Bill	Viser

Other Visitors

Sarah	Debusk-Griffith
Matt	Gillmoore
Shaneka	Jackson
Aaron	Milligan
Jacob	Smith

1:30 Meeting called to order by Chairperson, Carol Moore.

1:31 Roll was called by the board's administrator, Jacob Smith. The quorum was met.

1:33 After careful review of the December minutes, a motion was made by Rusti Holwick and seconded by Debbie Crews to accept the minutes as written. All approved. The motion carried.

Arkansas Department of Health
4815 West Markham St. · Little Rock, AR 72205

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1:36 After careful consideration of the December financial report, a motion was made by Antimoore Jackson and seconded by Andrew Beavers and Kathleen Housley. All approved. Motion carried.

1:38 **Old Business:**
The Annual Statement of Financial Interest was sent to the board members to ensure the form is completed by late January. Jacob sent the reminder along with a copy of the statement back out to the board members.

Carol Moore stated that completing the Annual Statement is one of the responsibilities as being appointed by the governor to the board. The Statement of Financial Interest is due in late January.

1:42 **New Business:**
Sarah Debusk-Griffith made a recommendation to vote for the Boards stipends that must be done at the first of the year every year.

Andrew Beavers made a motion to approve stipends to remain the same for the upcoming year and Bill Viser seconded the motion. All approved. The motion carried.

Sarah DeBusk-Griffith announced a pending complaint that was received by the board, the complaint number is 2024-001. A consent agreement was signed by the licensee.

The Complaint Committee found that board Rule One Code of Ethics section A1 and section D10s, was violated.

A signed consent agreement was reached with the licensee contingent on the board's approval are as follows:

- The respondent shall complete six hours of continuing education, focusing on counselor development.
- The respondent must be complete within six months of consent agreement being signed.
- The licensee will have to complete three hours of graduate coursework in person/virtual, specific to counselor development from an accredited institution or higher education.

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- The respondent will also obtain a clinical supervisor who will oversee the licensee for six months from the date of the order and then documentation will have to be submitted at the end of six months indicating that from the clinical supervising that occurred and is completed.
- The discipline action will be reported to the National Practitioner Databank.

Any violations of the rule or the order will come back before the board, and should the respondent apply with the requirements and otherwise not found to be in any violation the consent will be dismissed.

The respondent still has the full license, but these are all the things they must complete in the meantime.

Proof of completion will have to be submitted and approved by board's administrator, Jacob Smith, before it begins to ensure that it's going to meet the counselor's development.

A motion was made by Antimoore Jackson and seconded by Rusti Holwick to accept the consent agreement regarding case number 2024-001. All approved. The motion carried.

1:56

Ethics Committee:

Board administrator, Jacob Smith, informed board of a complaint (2024-003) that was made as it was under the purview of another licensing board and handled there. A unanimous vote was made by Bill Viser to dismiss the ethics complaint brought before the committee and seconded by Andrew Beavers. All approved. The motion carried.

1:57

Credentialing Committee:

Nothing to report.

1:58

Statutes/Rules/Regulations Committee:

Nothing to report.



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1:59

Public Awareness Committee:

Antimoore Jackson announced that he has contacted Gloria Davis, the director of the Social Work department at Philander Smith College to host on campus meetings. Jacob Smith has been in contact with Gloria Davis to get the meetings initiated on campus and will set up a subcommittee meeting sometime in February to set an actual date for campus meetings at Philander Smith College.

Rusti Holwick invited everyone out to the Mental Health Day at the Capitol on January 29, 2025, from 9am to 12 noon.

2:06

Other Business:

Nothing to report.

2:07

With no further business to discuss, the meeting was adjourned.

Closing Note: Next Meeting is Scheduled for **February 14th, 2025**, at 1:30PM.