



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

September 12, 2025

Board Members Present

Andrew	Beavers
Sean	Culpepper
Rusti	Holwick
Kathleen	Housley
Antimoore	Jackson
Bessie	Lancelin
Carol	Moore
Teresa	Roark

Other Visitors

Matt	Gilmore
Shaneka	Jackson
Jessica	Kloss
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.
- 1:32** After careful review of the May minutes, a motion was made by Antimoore Jackson and seconded by Andrew Beavers to accept the minutes as written. All approved. The motion carried.
- 1:33** After careful consideration of the May financial report, a motion was made by Sean Culpepper and seconded by Rusti Holwick. All approved. Motion carried.



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1:35

Old Business:

Chairperson, Carol Moore pointed out that at the Behavioral Health Institute Conference, our table never got set up. We missed out on getting more information out at an opportune time, having our table set up, and basically losing our sponsorship.

Moving forward chairperson, Carol Moore wants to make sure that we plan ahead and make good decisions, so we won't miss out on great opportunities to get information out to the public by having our tables set up at these conferences.

1:38

New Business:

Chairperson, Carol Moore stated that we have four registration spots available with the sponsorship for the AAADAC conference and it's on October 6th-10th in Mountain View.

The board's administrator, Jacob Smith stated that he will reach out to our print shop to have some materials printed out for steps to apply for licensure information for the board. There will be a fee of up to \$200.00 dollars or less for 500 copies.

A motion was made by Bessie Lancelin and seconded by Kathleen Housley to set aside \$250.00 dollars for the cost of printing materials that can be used at the upcoming workshops. All approved. The motion carried.

1:54

Ethics Committee:

The board's administrator, Jacob Smith stated that the licensee who had the signed consent agreement, has provided the completed documents of the consent agreement. The ethics subcommittee has met and reviewed the documents that were submitted to the board and rated the licensee as satisfactory completion.

A letter has been drafted saying that the licensee has met the requirements of the consent agreement. The licensee has completed of six hours of continuing education credits, three hours of graduate level coursework and six months of clinical supervision.



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A motion was made by Sean Culpepper and seconded by Andrew Beavers that the drafted letter has been accepted as written and sent to the licensee. All approved. The motion carried.

2:06

Credentialing Committee:

Nothing to report.

2:07

Statutes/Rules/Regulations Committee:

Nothing to report.

2:08

Public Awareness Committee:

Antimoore Jackson and Jacob Smith has been working to get our board meeting scheduled at Philander Smith College. The second Friday in November, which is the 14th of the month, is the planned date if approved, that we will meet at Philander Smith College.

2:11

Other Business:

Board administrator, Jacob Smith wanted to let the board members know that Shaneka Jackson and I will start sending out reminders to the licensees of the upcoming renewal period, beginning October 1st, 2025 through the end of December 2025, to make sure all the licensees is aware of the renewal period.

2:16

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

Closing Note: Next Meeting is Scheduled for **October 10th, 2025**, at 1:30PM.