



NEW HAMPSHIRE BOARD OF
LICENSED ALCOHOL & OTHER DRUG USE PROFESSIONALS
7 Eagle Square, Suite 300 Concord, NH 03301
603-271-2353
www.oplc.nh.gov
PUBLIC Meeting Minutes

The NH Board of Licensed Alcohol & Other Drug Use Professionals meeting was called to order by Board Member Kelly Luedtke, MLADC at **9:10 a.m.** on **August 12, 2021**. Other Board Members present; Alexandra Hamel, MLADC, Dawna Jones, MLADC, Angela Whiting, CRSW, roll call verifies a quorum of 4-0-0.
Absent: Serene Eastman, Public member

AGENDA

1. Vote on a New Chair of the Board. On motion from Alexandra Hamel, with a second from Angela Whiting to propose Kelly Luedtke act as Chair until her replacement is nominated, roll call vote 3-0-1 Kelly Luedtke abstained.
2. Review of draft meeting minutes of July 8, 2021 – On motion from Angela Whiting with a second from Alexandra Hamel to approve, roll call vote 3-0-1 Dawna Jones abstained.
3. Rules – Draft Alc 300 and Alc 400 will be placed onto the server and sent to Tina Kelly, rules Coordinator to be reformatted into the rules format for submission to JLCAR. Tina states she hopes to have it completed and back for Board review by their next meeting in September.
 - a) During this discussion, it is noted that 310.01 (d) and 306.03 (c) 1, should align with the state statutes and IC & RC in regards to hours. Alexandra Hamel will send some additional rule change suggestions to the office staff to forward to be incorporated into the reformatted version.
 - b) Kelly Luedtke and Alexandra Hamel will write a letter to the Governor's office asking for an extension of the deadline, then send it to the office staff to be reviewed by the Board's attorney.
4. Applications not reviewed by Peer Review
 - a) Catrina Schaffnit, CRSW – On motion from Angela Whiting with a second from Alexandra Hamel to approve the application, roll call vote 4-0-0.
 - b) Barbara Gramuglia, MLADC by Reciprocity – On motion from Kelly Luedtke with a second from Angela Whiting to approve, roll call vote 4-0-0.
 - c) Randy Stevens, CRSW – On motion from Kelly Luedtke with a second from Angela Whiting to move this application to Non-Public session, roll call vote 4-0-0.
 - d) Amanda Goodwin, MLADC – On motion from Alexandra Hamel with a second from Angela Whiting to approve this application, roll call vote 4-0-0.
5. Requests for Approved Supervisor
 - a) Jessica Wheeler, CRSW – Incomplete application. On motion from Angela Whiting with a

second from Dawna Jones to ask the office staff to contact the supervisors to confirm direct observation of her supervision. Roll call vote 3-0-1 Alexandra Hamel abstained.

- b) Jessica Lorento, CRSW – Incomplete application. On motion from Angela Whiting with a second from Dawna Jones to ask the applicant to submit the education certificate showing the completion of class to supervise CRSW's, which is a 6 hour supervisory training. Roll call vote 4-0-0.
- c) Annie Day, CRSW – Incomplete application. On motion from Alexandra Hamel with a second from Angela Whiting to ask the office staff to contact the supervisors to confirm direct observation of her supervision, roll call vote 4-0-0.

6. New application for LCS reviewed and recommended by Peer Review

- a) Nicole Mitchell – On motion from Angela Whiting with a second from Alexandra Hamel to approve this application, roll call vote 4-0-0.

7. New application for MLADC reviewed and recommended by Peer Review

- a) Angela M. Dunham – On motion from Angela Whiting with a second from Alexandra Hamel to approve this application, roll call vote 4-0-0.
- b) Lucille M. Care – On motion from Angela Whiting with a second from Alexandra Hamel to approve this application, roll call vote 4-0-0.
- c) Pamela C. Smith - On motion from Angela Whiting with a second from Alexandra Hamel to approve this application, roll call vote 4-0-0.
- d) Lori C. Madison - On motion from Angela Whiting with a second from Alexandra Hamel to approve this application, roll call vote 4-0-0.
- e) Karissa Wallace – On motion from Angela Whiting with a second from Alexandra Hamel to move this application to Non-public session, roll call vote 4-0-0.
- f) Lawrence Berger – On motion from Alexandra Hamel with a second from Angela Whiting to move this application to Non-public session, roll call vote 4-0-0.

8. New application for CRSW reviewed and recommended by Peer Review

- a) Kim A. Nute – On motion from Alexandra Hamel with a second from Dawna Jones to approve this application, roll call vote 4-0-0.
- b) Sharon E Vertigans – On motion from Alexandra Hamel with a second from Dawna Jones to approve this application, roll call vote 4-0-0.
- c) Alisson M. Morawski – On motion from Alexandra Hamel with a second from Dawna Jones to move this application to Non-Public session, roll call vote 4-0-0.

- d) Eva A. Shepard – On motion from Alexandra Hamel with a second from Angela Whiting to move this application to Non-Public session, roll call vote 4-0-0.
9. SOS Recovery Community Organization/Goodwin Community Health, John Burns request to the Board for approval of SOS Facilitating Family Support Groups (via zoom) slated for September 13, 15, 20, 22 at 5:30 – 7:30 p.m. On motion from Angela Whiting with a second from Alexandra Hamel to approve this course, roll call vote 4-0-0.
10. Questions to the Board
- a) Can previous supervised hours be accepted? For example, if someone started for their MLADC and then stopped and now has restarted again.
Answer: Yes, as long as the supervised hours all fall under the guideline in the administrative rules.
- b) If someone is an MLADC can they automatically supervise other people going for their MLADC and LADC?
Answer: A person has to be an MLADC for 2 years before they can be considered. And they Need to request to be on the supervision list that is on the Board’s website at www.oplc.nh.gov
Everyone should refer to the Alc 406.02 these types of questions.

On motion from Angela Whiting with a second from Alexandra Hamel to move into Non-Public session per RSA 91-A: 3, II (c) at 10:22 a.m., roll call vote 4-0-0.

** Motion (in public session) to move into Non-Public session per:*

RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.

** Roll Call Vote*

The Board reconvened the Public session at 1:11 p.m. with a roll call vote 4-0-0.

On motion from Angela Whiting with a second from Alexandra Hamel to Seal the Meeting Minutes under RSA 91-A: 3, II (c) and roll call vote 4-0-0.

Other Board Matters:

On motion from Angela Whiting with a second from Alexandra Hamel to approve the following applications; Randy Stevens, CRSW and Karissa Wallace, MLADC, with a roll call vote 4-0-0.

On motion from Alexandra Hamel with a second from Angela Whiting to adjourn the meeting at 1:13 p.m.