

# CCB Board of Directors Meeting

## Board Meeting Minutes

January 9, 2020

**Mission:** "To protect the public by enhancing recovery-oriented workforce capacity"

**Present:** Erica Cannata, Christina Cipriani, Joanna Crowell, Marlene DeSantis, Fred Fetta, John Hamilton, Jennifer Kolakowski, Stephen Randazzo, Amy Sedgwick, Lou Velotti

Not Present: Dave Borzellino, Denise Keane, Art Mongillo

**Staff Present:** Jeffrey Quamme, Scott Schaefer

I. **Call to Order: Board meeting called to order at 11:13 a.m. by Jeffrey Quamme**

II. **Approval of Minutes from November 2019**

**MOTION:** To approve the November 2019 Meeting Minutes

**Motioned by:** Jennifer Kolakowski

**Motion Seconded by** John Hamilton

**Outcome:** Approved                      **Abstentions:** 2                      **Voting Record:** 10

III. **Credentialing Reports – *Written reports attached***

IV. **Committee Reports**

***Executive Committee – 1 motion submitted***

**MOTION:** To have 3 in-person meetings (May, September, January) and 3 conference calls for our board meetings starting in May 2020

**Motioned by:** Amy Sedgwick

**Motion Seconded by** Lou Velotti

**Outcome:** Approved                      **Abstentions:** 0                      **Voting Record:** 10

**Ethics Committee – No motions and 6 agenda items submitted**

**Discussion:**

- a. GH has completed his sanctions and the case was closed
- b. Less than 30 days later, GH did the same thing that he was sanctioned for
- c. The CCB will not accept any forms signed off by GH for 1 year
- d. GH's supervisor was notified
- e. GH will use his lawyer moving forward
- f. GH communications with the CCB must go through the CCB's lawyer

**Programs and Services Committee – No motions, 5 agenda items submitted, and 1 action item**

**Discussion:**

- a. Leadership certificate program was discussed
- b. 75-100 training hours would be required via classes and webinars
- c. How many classes and webinars are needed?
- d. Are hours needed for application of skills?
- e. More details to be determined

**Finance Committee – No motions and 1 agenda item submitted – written report attached**

**Discussion:**

- a. Revenue for initial credentials and training have decreased significantly

**Action Item:**

- a. Jeff to talk to the DARC programs about certifications

**V. ED Report - No motions, 15 agenda items submitted and 1 action item - written report attached**

**Discussion:**

- a. The CCB was able to secure a 3 year DMHAS contract as opposed to a 1 year contract that was demanded by the Attorney General's office
- b. The cost of the conference is \$7000 with \$2000 already paid
- c. There is a website now available for all CCB events at [www.ccbevents.org](http://www.ccbevents.org)
- d. Strategic planning push
- e. The last strategic planning was in 2009
- f. A small committee is sufficient
- g. We need board members for commitment to strategic planning
- h. Amy, Marlene, Art?
  - i. Podcast goal is 2 per month
  - j. Mark Jenkins, Kathy Carrol, and the SAFE project will be podcast guests
  - k. We need more ideas on who to invite
  - l. Podcast on the CCB's certifications?
- m. Podcast with board members to share their expertise?
- n. Podcast with exceptional certified professionals?
- o. Department of Labor project for Peer Navigators for a push on recovery coaches

**Action Item:**

- a. Jeff to send emails about strategic planning to board members

**VI. Old Business**

- a. None

**VII. New Business**

- a. Any progress on family recovery?

**MOTION: To adjourn the January 2020 Board Meeting**

**Motioned by: Amy Sedgwick**

**Motion Seconded by Joanna Crowell**

**Outcome: Approved**

**Abstentions: 0**

**Voting Record: 10**

**Meeting Adjourned: 11:47 a.m. by Jeffrey Quamme**

**Board minutes taken by Scott Schaefer**

**Board minutes reviewed by Marlene DeSantis**

**Board Minutes reviewed and approved by:**

*Marlene DeSantis, AADC, ICAADC, LADC, LCSW*

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**Secretary**