

CCB Board of Directors Meeting

Board Meeting Minutes

December 7, 2023

Mission: “cultivating and maintaining the highest standards of professional practice within the recovery field”

Present: Christina Cipriani, Casie DeRosier, Jaya Daptardar, Teodoro Anderson Diaz, Art Mongillo, Eileen Russo, Amy Sedgwick, Ebony Wilson

Not Present: Nicole Hampton, Jennifer Kolakowski, Jennifer Valva

Staff Present: Jeffrey Quamme, Scott Schaefer

I. **Call to Order: Board meeting called to order at 11:05 a.m. by Amy Sedgwick**

II. **Approval of Minutes from September 2023**

MOTION: To approve the September 2023 meeting minutes

Motioned by: Art Mongillo

Motion Seconded by Jaya Daptardar

Outcome: Approved Abstentions: 0 Voting Record: 8 (Cipriani not present)

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

IV. **CEO Report - *No motions, no agenda items and no action items submitted – written report attached***

V. **Committee Reports**

Executive Committee – No motions, 1 agenda item and no action items submitted

Discussion:

1. Committees need to meet on the months when there is no Board meeting

Finance Committee – No motions, 4 agenda items and no action items submitted – written report attached

Discussion:

1. More fundraising to increase revenue

2. Podcasts as well
3. Award sponsors?
4. Clinical supervision program revenue from TPN

Ethics Committee – 1 motion, no agenda item and no action items submitted

MOTION: To list revoked credentials via PDF in the Ethics section of the CCB website where the name, date the credential was revoked, and what part of the CCB Ethics code was violated are noted.

Motioned by: Jeffrey Quamme on behalf of Christina Cipriani

Motion Seconded by Eileen Russo

Outcome: Approved **Abstentions:** 0 **Voting Record:** 8 (Cipriani not present)

Programs and Services Committee – No motions, no agenda items and no action items submitted – minutes attached

VI. *Old Business*

VII. *New Business*

1. Board President and Secretary roles are up for election
2. Start the Board addition process for Yvette Tindale to fill the vacant position from Christina Cipriani
3. March 14th, 2024 is our next Board meeting
 - a. Time and location to be determined

MOTION: To adjourn the December 2023 Board Meeting

Motioned by: Teodoro Anderson Diaz

Motion Seconded by Casandra Ruela

Outcome: Approved **Abstentions:** 0 **Voting Record:** 9

Meeting Adjourned: 11:55 a.m. by Amy Sedgwick

Board minutes taken by Scott Schaefer



55 WEST MAIN STREET, SUITE 202 MERIDEN, CT 06451 203-440-9595 WWW.CTCERTBOARD.ORG
JEFFREY QUAMME, MS, CNE, CNC, CHIEF EXECUTIVE OFFICER

CEO's REPORT
December 7, 2023

As most of you may know, former Board President Kathleen Whelan-Ulm recently passed away, and she held a big space in the field of SUD services in our state based not only on her work with her employer (Rushford/Hartford Hospital) and with the Board, but also as one of the first women to hold a senior leadership position in an industry where c-level positions were almost always held by men. To honor her legacy, we will celebrate her in two ways at our annual awards – first, by awarding her the Lifetime of Service Award posthumously, with the award itself being displayed conspicuously in the CCB office, but to also create and introduce the Kathleen Whelan-Ulm Women's Leadership Award. This would be offered annually to a woman of any age in the SUD space here in CT who exemplifies not only the drive and effort of a good leader, but one who shows concern for the field as the namesake of the award did. It is only fitting that we celebrate her as we do with the other contributors to the overall success of the organization, David Powell and Joe Sullivan.

Although a date has not been selected as yet, we will be holding an awards dinner in 2024 in lieu of the full day conference. This decision was based on feedback from both the Board and community. We will make every effort to use a centrally located location, and the event will run for about 3 hours total. Although we have not formally stated this in the past, I have asked the Executive Committee to make attendance and active participation mandatory, as it is our only major event of the year.

I have been active with a group of provider liaisons here in Connecticut that represent many of the well-funded private treatment service providers that hold regularly scheduled events throughout the state. This increases awareness of our services throughout the state, and the relationship has already served fruitful – I am working with one provider on a clinical supervision peer group to offer support to those who often need it most but have little access to it, and we have been offered funds to support some scholarships an upcoming workshop. I am also scheduled to meet with another individual after this meeting to discuss collaboration possibilities.

Looking ahead, we will need to elect both a new President and Secretary, as both Amy and Jennifer will serve out their terms. Although her 6 years of board service will also expire, Amy is eligible for an additional year as Immediate Past President. Jennifer will have one more year of Board service available. We will have to fill at least one director seat as well, as Christina will be finishing her extra year (as voted on by the board at last year's final meeting). Anyone interested in serving on the Executive Committee will have up until the next meeting to decide.



CONNECTICUT CERTIFICATION BOARD

55 WEST MAIN STREET, SUITE 202 MERIDEN, CT 06451 203-440-9595 WWW.CTCERTBOARD.ORG
JEFFREY QUAMME, MS, CNE, CNC, CHIEF EXECUTIVE OFFICER

ETHICS COMMITTEE REPORT

December 7, 2023

A summary of recent activity follows:

1. On September 1, 2023, the CCB permanently revoked the credentials of Dennis Tomczak for his participation in a scheme to defraud Medicaid for over \$330,000. The specific violations of the Code of Ethical Conduct were:

<i>Section 1, Rule 1</i>	<i>Unlawful Conduct</i>
<i>Section 3, Rule 1</i>	<i>Fraud-related Conduct</i>
<i>Section 5, Rules 3 & 4</i>	<i>Professional Standards</i>

The evidence used in final decision of the Ethics Committee is undisputable, the respondent's documented guilty plea in federal court. At the present time, his scheduled November sentencing has been delayed until March. His request to appeal was denied as he offered no evidence that was equally as compelling as his conviction, only what he believed to be mitigating factors. Although a formal complaint was sent to the Department of Public Health outlining our decision, and we did receive verification of its receipt by DPH, both his LADC and LMSW are listed as active with no pending action.

2. On November 15, 2023, Daryl McGraw, Chief DEI Officer for the Statewide Public Defender's Office was suspended from his position for posting a misogynistic and inappropriate commentary on social media, as well as there being documented reports of racist communication from Mr. McGraw to other employees. Any credentials that he had with the CCB are now expired, but in order to protect the credibility of both the credentialing process and the CCB, any efforts by Mr. McGraw to reinstate any credentials will immediately trigger an ethics investigation based on Section 5 of the Code of Ethical Conduct that relates specifically to Professional Standards.

3. On November 28, 2023, Darlene Shuff-Porter was charged by federal officials for defrauding Medicaid for over \$55,000. She is currently certified by the CCB/IC&RC as a CAC with the expiration date of Marh 1, 2024. A formal ethics complaint will be filed for further investigation.

4. *The Ethics Committee moves to have all revoked credentials to be listed on our website in the Ethics section to offer another level of public protection. The person's name and what rules were violated would be listed, not the person's actual behavior. This information is not confidential.*



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FINANCE COMMITTEE REPORT

December 7, 2023

FY 2023 IRS Form 990	
Income	\$286,821
Expense	\$320,553
Total	\$33,712

Note: Income that was actually received (about \$51k from DMHAS for the Peer Credentialing project) this past year was booked in the previous year as accounts receivable, so actual numbers for the two years were skewed. We had expected to hear of some concerns by the accounting firm, however, that what was filed in the 990 is representation of the accounting practice, not the actual income/expenses which showed approximately a +\$17,000 total.

FY 2024 Year To Date	
Income	\$139,821
Expense	\$152,216
Total	\$11,395

Note: Initial payment to Prometric for psychometric services was made during Q1 from the DMHAS Peer Credentialing project dollars received last year, so no documented offsetting income was booked in FY 2023. It is expected that we will have other bills associated with the project in 2023 with no timeline on receiving further grant dollars. The full budget breakdown for the first 2 quarters will follow early in 2024

FY 2024 Q2 To Date (October 1 to December 6)	
Income	\$63,095
Expense	\$56,624
Total	\$6,471
Webster Checking	\$16,613
Webster Money Market	\$9,504
PayPal Balance	\$1,125

CCB
Programs & Services

Attendees: Jennifer Valva, Christina Cipriani, Teodoro Anderson Diaz, Ebony Wilson, Scott Schaefer, Casie DeRosier

Absent: Jaya Daptardar

Meeting Date 11/20/2023

Old Items

1. QR codes for surveys are available in Survey Monkey-CC suggest that this is available on the tables at the June event.
 - a. Survey questions reviewed
 - i. Training topic interest
 - b. 11/20/2023 The surveys are year-round. Results need to be compiled and sent out to everyone. Per Scott we don't have many results back at this time. Members discussed ways to do the surveys as trainings.
2. In person training:
 - a. Supervisor trainings may be helpful, especially for CCS
 - i. Jen also available to do the training.
 - ii. An annual training may be helpful
 - iii. 11/20/2023 CCS training scheduled for 12/11
 - b. Scott will look into options for free training space
 - i. Christina will inquire with COHC for space.
 - ii. Goodwin University
 - iii. Wheeler Clinic
 1. Teo will follow up with Aisha Hamid
 - iv. New Haven Public Library
 - v. Bristol Public Library
 - vi. Newington Public Library
 - vii. Naugatuck Public Library
 - viii. Middletown Public Library
3. Changes to DSS-Telehealth and the Pandemic reviewed.
 - a. Aetna-In person as of 12/1
 - b. Psychiatrists being in the same state-this has bene extended for out of state.
 - c. No Medicaid updates at this time
4. Book Club: There has been a lot of interest in the Book Club. A popular recover-oriented book is chosen and discussed. CEU's are also attached. Members will look for a good book.
 - a. The Heart of an Advocate Vilma LuzCaban
 - b. From Rage to Peace by Iran Nazario
 - c. Quit Like Women by Holly Whitaker

11/20/2023 Need to talk to Jeff about moving forward. Will discuss at the next board meeting.

Strategic Plan

5. Review of Strategic Plan 2022-2025

Marketing: Members are seeing it on networks and feel it is going well. Member noted that they are the only ones at their agency that knows about the CCB and we need to get the word out there more. Possibly attending more health fairs, community events, etc. Also reviewed talking about the CCB events that we go to with our agencies. A CCB Pin/Sweatshirt, etc. to wear at events and give-away items would be great. Jeff is going to CRT to provide an in service to BH this week about CCB. 11/20/2023 Casie is interested in doing outreach and is working with Jeff on this and is developing a list. Casie also oversees the internship program and has 16 various Universities and School that she can share information with. Items list to be developed.

Trainings: Jeff provides training opportunities that are noted on the web site. Jeff is also working on getting a Clinical Supervisor Training. Need to review with committee a training plan. It is a challenge to find trainings that are in person and not overly expensive. NAMI training is this Friday 10/20/2023. 11/20/2023 CCS training in December. Grand Rounds-Is this still a thought? Jeff completed the Grand Rounds at Root Center for Advanced Recovery. What is the rate of the Grand Rounds? Training Space: Goodwin University, New Haven Public Library, Bristol Library and other various Public Libraries, Wheeler Clinic Clearinghouse

Develop Certificate Programs: No updates-need a plan. Adding topics such as:

- i. Therapeutic
- ii. Alzheimer's/Dementia
- iii. Special Needs
- iv. Trauma
- v. School-Based
- vi. Terrorism/Pandemic

To Present at next board meeting.

Legislature Involvement: Adding Board certification for Addiction Treatment. No updates on the other topics on the plan. To review with Jeff. 11/20/2023 Need updates from Jeff.

Develop Peer Recovery/Recovery Program: Updates needed. Agencies expressing interest in Young Adults/Teen mentoring program. 11/20/2023 Updates needed from Jeff.

Ongoing Needs Assessment & Surveys: Need to check with Scott for results. Need to have them at all events, testing, etc. Working with DMHAS on a state specific recovery peer credential per Scott.

New Items: See Above Areas

Next Meeting: 12/18/2023 10:00am.

CCB
Programs & Services

Attendees: Jennifer Valva, Christina Cipriani, Teodoro Anderson Diaz, Jaya Daptardar, Casie DeRosier

Meeting Date 10/16/2023

Old Items

1. QR codes for surveys are available in Survey Monkey-CC suggest that this is available on the tables at the June event.
 - a. Survey questions reviewed
 - i. Training topic interest
2. In person training:
 - a. Supervisor trainings may be helpful, especially for CCS
 - i. Jen also available to do the training.
 - ii. An annual training may be helpful
 - b. Scott will look into options for free training space: Christina suggests Library's, i.e Bristol Library
 - i. Christina will inquire with COHC for space.
3. Changes to DSS-Telehealth and the Pandemic reviewed.
4. June 1st training reviewed
 - a. Raffles discussed
 - b. Will take Venmo for now.

New Items:

1. Review of Strategic Plan 2022-2025

Marketing: Members are seeing it on networks and feel it is going well. Member noted that they are the only ones at their agency that knows about the CCB and we need to get the word out there more. Possibly attending more health fairs, community events, etc. Also reviewed talking about the CCB events that we go to with our agencies. A CCB Pin/Sweatshirt, etc. to wear at events and give-away items would be great. Jeff is going to CRT to provide an in service to BH this week about CCB.

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Develop Certificate Programs: No updates-need a plan. Adding topics such as: Terrorism/Pandemic

Legislature Involvement: Adding Board certification for Addiction Treatment. No updates on the other topics on the plan. To review with Jeff.

Develop Peer Recovery/Recovery Program: Updates needed. Agencies expressing interest in Young Adults/Teen mentoring program.

Ongoing Needs Assessment & Surveys: Need to check with Scott for results. Need to have them at all events, testing, etc.

2. Book Club: There has been a lot of interest in the Book Club. A popular recover-oriented book is chosen and discussed. CEU's are also attached. Members will look for a good book.
 - a. The Heart of an Advocate Vilma LuzCaban
 - b. From Rage to Peace by Iran Nazario

Next Meeting: 11/20/2023 10:00am.

CCB Annual Report

Fiscal Year 2023

Data: July 2022 – June 2023

Listed below are the strong and weak areas per exam domain in descending order with the strongest areas listed first.

Addiction Counseling

1. Professional and Ethical Responsibility
2. Counseling
3. Treatment Planning, Collaboration, and Referral
4. Screening, Assessment, and Engagement

Addiction Counseling – Form 20

1. Evidence-Based Treatment, Counseling, and Referral
2. Professional, Ethical, and Legal Responsibilities
3. Scientific Principles of Substance Use and Co-Occurring Disorders
4. Evidence-Based Screening & Assessment

Peer Recovery

1. Advocacy
2. Recovery/Wellness Support
3. Mentoring and Wellness
4. Ethical Responsibility

Prevention Specialist

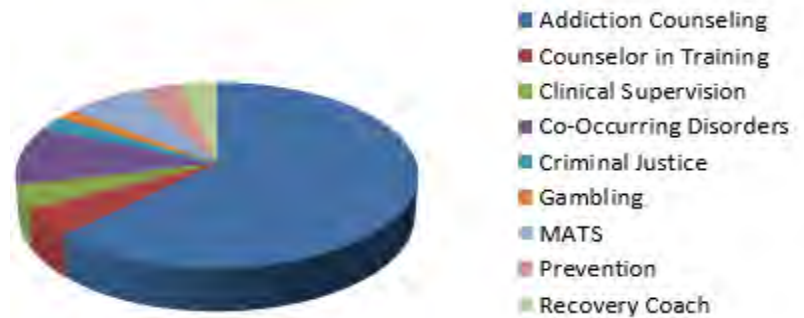
1. Professional Growth and Responsibility
2. Public Policy and Environmental Change
3. Community Organization
4. Communication
5. Planning and Evaluation
6. Prevention Education and Service Delivery

CCB Monthly Report

November 2023 – Fiscal Year 2024

As of November 2023, the CCB maintains 782 active certifications in the following areas:

Addiction Counseling	525
Counselor in Training	27
Clinical Supervision	31
Co-Occurring Disorders	53
Criminal Justice	11
Gambling	21
MATS	32
Prevention	42
Recovery Coach	40
Total	782



As of November 2022, the CCB maintained 840 active certifications in the following areas:

Addiction Counseling	554
Counselor in Training	34
Clinical Supervision	36
Co-Occurring Disorders	59
Criminal Justice	12
Gambling	27
MATS	36
Prevention	45
Recovery Coach	37
Total	840



Compared with November 2022, there was a decrease of 58, which represents a 6.9% decrease in the number of certifications

Non-Reciprocal Professionals:	
CAC	9
Co-Occurring Disorders	5
Total	14

Current Certifications with the CCB

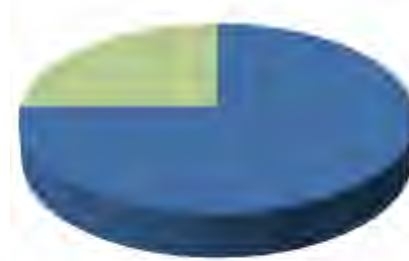
	TOTAL	AADC	CAC	CAC - NR	CCS	CARC	CCDP	CCDP-D	CCJP	CPS	CPRS	CIT	ICGC-I/ICGC-II	MATS	SCCD	SCCS	SCPG	SCSA
Total	782	123	388	9	31	1	17	29	11	42	39	27	1/3	32	7		17	5
Reinstatements																		
Females	542	90	245	4	20		13	23	8	39	25	22	3	29	4		14	3
Males	240	33	143	5	11	1	4	6	3	3	14	5	1	3	3		3	2
African American	116	19	59		5		2	3	2	1	10	7		6	1		1	
American Indian	3	1						1						1				
Asian	5	1	3							1								
Caucasian	588	92	283	9	25	1	15	21	8	39	27	18	4	21	6		14	5
Hispanic	57	8	37		1			3			2	1		4				1
Other	13	2	6					1	1	1		1					1	

CCB Monthly Report

November 2023 – Fiscal Year 2024

A total of 8 certifications were issued by the CCB this month in the following areas:

Addiction Counseling	6
Counselor in Training	0
Clinical Supervision	0
Co-Occurring Disorders	0
Criminal Justice	0
Gambling	0
MATS	0
Prevention	0
Recovery Coach	2
Total	8



- Addiction Counseling
- Counselor in Training
- Clinical Supervision
- Co-Occurring Disorders
- Criminal Justice
- Gambling
- MATS
- Prevention
- Recovery Coach

11 certifications expired this month in the following areas:

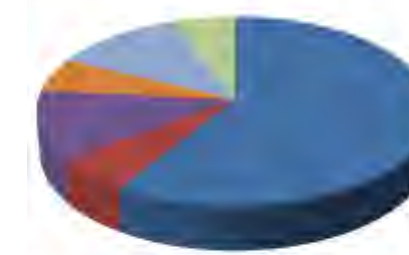
Addiction Counseling	5
Counselor in Training	0
Clinical Supervision	0
Co-Occurring Disorders	1
Criminal Justice	0
Gambling	0
MATS	3
Prevention	1
Recovery Coach	1
Total	11



- Addiction Counseling
- Counselor in Training
- Clinical Supervision
- Co-Occurring Disorders
- Criminal Justice
- Gambling
- MATS
- Prevention
- Recovery Coach

17 certifications lapsed this month in the following areas:

Addiction Counseling	10
Counselor in Training	1
Clinical Supervision	0
Co-Occurring Disorders	2
Criminal Justice	0
Gambling	1
MATS	2
Prevention	0
Recovery Coach	1
Total	17



- Addiction Counseling
- Counselor in Training
- Clinical Supervision
- Co-Occurring Disorders
- Criminal Justice
- Gambling
- MATS
- Prevention
- Recovery Coach

CCB Monthly Report
November 2023 – Fiscal Year 2024

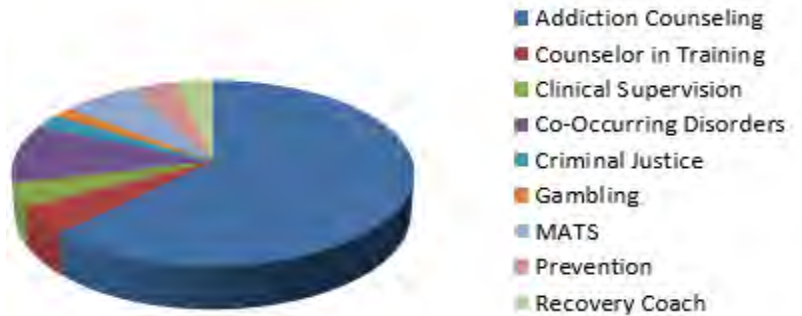
CCB Credential Acronyms	
<i>Addiction Counseling</i>	
CIT	Counselor In Training
AADC	Advanced Alcohol and Drug Counselor
CAC	Certified Addiction Counselor
CAC-P	Certified Addiction Counselor-Provisional
SCSA	Specialty Certificate in Substance Abuse
MATS	Medication Assisted Treatment Specialist
<i>Clinical Supervision</i>	
CCS	Certified Clinical Supervisor
SCCS	Non-Certified Clinical Supervisor
<i>Co-Occurring Disorders</i>	
SCCD	Specialty Certificate in Co-Occurring Disorders
CCDP	Certified Co-Occurring Disorders Professional
CCDP-D	Certified Co-Occurring Disorders Professional-Diplomate
<i>Criminal Justice</i>	
CCJP	Certified Criminal Justice Professional
<i>Prevention</i>	
APS	Associate Prevention Professional
CPS	Certified Prevention Specialist
<i>Problem Gambling</i>	
SCPG	Specialty Certificate in Problem Gambling
ICGC I & II	Internationally Certified Gambling Counselor I and II
<i>Recovery Coaching</i>	
CARC	Certified Addiction Recovery Coach
CPRS	Certified Peer Recovery Specialist
BOLD	RECIPROCAL CREDENTIAL
NON-RECIPROCAL (NR)	Non-reciprocal credentials are those that individuals did not complete the oral or written portion of their credential exam

CCB Monthly Report

December 2023 – Fiscal Year 2024

As of December 2023, the CCB maintains 785 active certifications in the following areas:

Addiction Counseling	527
Counselor in Training	28
Clinical Supervision	32
Co-Occurring Disorders	53
Criminal Justice	11
Gambling	21
MATS	31
Prevention	42
Recovery Coach	40
Total	785



As of December 2022, the CCB maintained 831 active certifications in the following areas:

Addiction Counseling	542
Counselor in Training	35
Clinical Supervision	36
Co-Occurring Disorders	61
Criminal Justice	12
Gambling	25
MATS	37
Prevention	45
Recovery Coach	38
Total	831



Compared with December 2022, there was a decrease of 46, which represents a 5.5% decrease in the number of certifications

Non-Reciprocal Professionals:	
CAC	10
Co-Occurring Disorders	6
Total	16

Current Certifications with the CCB

	TOTAL	AADC	CAC	CAC - NR	CCS	CARC	CCDP	CCDP-D	CCJP	CPS	CPRS	CIT	ICGC-I/ICGC-II	MATS	SCCD	SCCS	SCPG	SCSA
Total	785	123	389	10	32	1	17	29	11	42	39	28	1/3	31	7		17	5
Reinstatements																		
Females	545	90	248	4	20		13	23	8	39	25	23	3	28	4		14	3
Males	240	33	141	6	12	1	4	6	3	3	14	5	1	3	3		3	2
African American	116	19	59		5		2	3	2	1	10	7		6	1		1	
American Indian	3	1						1						1				
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Caucasian	592	92	286	9	26	1	15	21	8	39	27	19	4	20	6		14	5
Hispanic	56	8	35	1	1			3			2	1		4			1	
Other	13	2	6					1	1	1		1					1	

CCB Monthly Report

December 2023 – Fiscal Year 2024

A total of 7 certifications were issued by the CCB this month in the following areas:

Addiction Counseling	6
Counselor in Training	1
Clinical Supervision	0
Co-Occurring Disorders	0
Criminal Justice	0
Gambling	0
MATS	0
Prevention	0
Recovery Coach	0
Total	7



11 certifications expired this month in the following areas:

Addiction Counseling	5
Counselor in Training	1
Clinical Supervision	0
Co-Occurring Disorders	0
Criminal Justice	0
Gambling	1
MATS	2
Prevention	1
Recovery Coach	1
Total	11



5 certifications lapsed this month in the following areas:

Addiction Counseling	4
Counselor in Training	0
Clinical Supervision	0
Co-Occurring Disorders	0
Criminal Justice	0
Gambling	0
MATS	1
Prevention	0
Recovery Coach	0
Total	5



CCB Monthly Report

December 2023 – Fiscal Year 2024

CCB Credential Acronyms	
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CIT	Counselor In Training
AADC	Advanced Alcohol and Drug Counselor
CAC	Certified Addiction Counselor
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SCSA	Specialty Certificate in Substance Abuse
MATS	Medication Assisted Treatment Specialist
<i>Clinical Supervision</i>	
CCS	Certified Clinical Supervisor
SCCS	Non-Certified Clinical Supervisor
<i>Co-Occurring Disorders</i>	
SCCD	Specialty Certificate in Co-Occurring Disorders
CCDP	Certified Co-Occurring Disorders Professional
CCDP-D	Certified Co-Occurring Disorders Professional-Diplomate
<i>Criminal Justice</i>	
CCJP	Certified Criminal Justice Professional
<i>Prevention</i>	
APS	Associate Prevention Professional
CPS	Certified Prevention Specialist
<i>Problem Gambling</i>	
SCPG	Specialty Certificate in Problem Gambling
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<i>Recovery Coaching</i>	
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