

CCB Board of Directors Meeting

Board Meeting Minutes

January 9, 2025

Mission: *“Protecting the public through competency-based credentialing, training and promoting ethical practice by SUD professionals”*

Present: Casie DeRosier, Jaya Daptardar, Teodoro Anderson Diaz, Jennifer Kolakowski, Art Mongillo, Kimberly Platt, Jennifer Valva, John Watts, Ebony Wilson

Not Present: Nicole Hampton, Cassandra Ruela

Staff Present: Jeffrey Quamme, Scott Schaefer

I. Call to Order: Board meeting called to order at 11:04 a.m. by Ebony Wilson

II. Approval of Minutes

MOTION: To approve the September 2024 meeting minutes

Motioned by: Kimberly Platt

Motion Seconded by Jaya Daptardar

Outcome: Approved

Abstentions: 0

Voting Record: 6

III. Credentialing Reports – *report attached*

IV. Committee Reports

Executive Committee – No motions, 6 agenda items and no action items submitted

Discussion:

1. Received over 20 letters of interest in Board opening
 - a. (1 immediate, 2 for FY 2026)
2. Initial Review by ED:
 - a. 5 good candidates with leadership experience
3. Any conflicts with:
 - a. Joy Pendola (McCall)
 - b. Jim Higgins (former CCAR)
 - c. Dr. William Fisher (Professor Emeritus, Springfield College)

- d. Dan Smith (Mountainside)
- e. Charlie McDonald (former president of CAAP)
- 4. Reminder for committees to meet monthly, driven by Chairs
- 5. Honoring Amy at conference (plaques, flowers)
- 6. Board retreat ideas?

Programs & Services Committee – report attached

Conference Committee - No motions, 1 agenda item and no action items submitted

Keynote: Dr. Geri-Lynn Utter

Plenary: Dr. Victoria Sanders

Closing Session: Pete Rubinas, ED, SMART Recovery USA

Breakouts:

- Angela Alston: Resilience in the Ranks: Managing Stress for Addiction Professionals
- Dr. Fred Dombrowski: Working with Veterans Living with Substance Use Disorders
- Dr. Samia Hussein: Working with Muslim Clients
- Mark Lefebvre: Building Recovery Ready Communities
- Michael Serrano: Understanding the Ethical Guidelines for Recovery Coaches
- Charlotte Stanley: Forensic Mental Health and Co-Occurring Disorders

Ethics Committee – No motions, 2 agenda item and no action items submitted

Discussion:

- No New Cases
 1. One fraud case is in court, we will suspend and then act upon resolution
 2. Expectation is that with the US Attorney’s Office still focusing on fraud, we may see more. Current US Attorney has resigned, unsure if new appointee will continue focus
- Review of current Ethics Code is possible to ensure it is generalizable enough to cover all credentials

Finance Committee – No motions, 5 agenda items and no action items submitted

Discussion:

- Through the first half of FY 2025: Income of about \$11k
- Accounts Receivable:
 1. \$32,500 – DMHAS Office of Workforce Development
 2. \$29,000 (\$9000 immediately) - DMHAS Office of Recovery Community Affairs)
- Accounts Payable:
 1. \$4800 (Prometric)

- Office move will save us about \$6000/year (next rent payment 5/2025)
- 2025 Conference:
 1. Ticket Sales to start in February
 2. Jeff and Cassandra to meet next week to discuss fundraising
 3. Keynote \$2500 honorarium (+ travel expenses)
 4. Plenary (just travel expenses)

V. CEO Report - *No motions, 5 agenda items and no action items submitted*

Discussion:

- New Business Contracts:
 1. XSector Consulting/TTASC:
 - \$20,000 for Prevention
 - \$5,000 Administrative Costs
 - \$15,000 scholarships
 2. Thumbprint Consulting: \$5000-\$6000 for CPRS (Aware)
 - Pending
- Conference
- Move almost complete
- Change in Number (will post it everywhere)
- Jeff has formally asked for assistance in requesting increase from DMHAS

VI. Old Business

None

VII. New Business

None

MOTION: To adjourn the January 2025 Board Meeting

Motioned by: Art Mongillo

Motion Seconded by Kimberly Platt

Outcome: Approved Abstentions: 0 Voting Record: 9

Meeting Adjourned: 11:51 a.m. by Ebony Wilson

Board minutes taken by Scott Schaefer

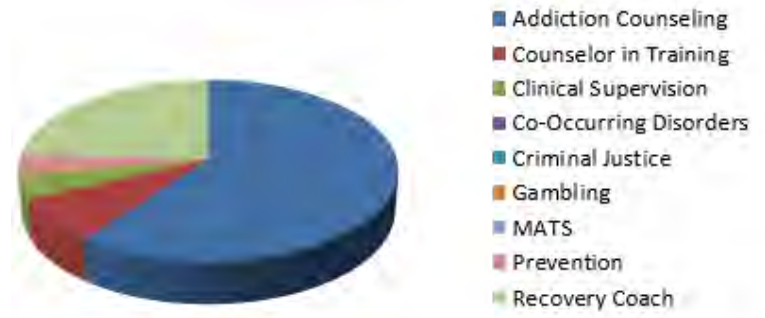
NEXT MEETING MARCH 13, 2025
CCB Office – 286 Maple Avenue, Suite 303 Cheshire 06410

CCB Quarterly Report

Fiscal Year 2025 - Quarter 2
 Data: October 2024 – December 2024

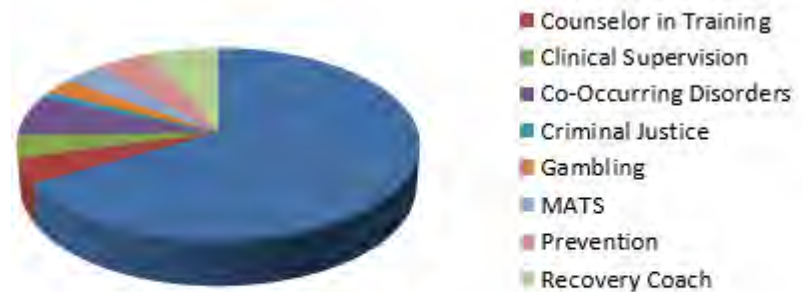
A total of 25 certifications were issued by the CCB this quarter in the following areas:

| | |
|------------------------|-----------|
| Addiction Counseling | 15 |
| Counselor in Training | 2 |
| Clinical Supervision | 1 |
| Co-Occurring Disorders | 0 |
| Criminal Justice | 0 |
| Gambling | 0 |
| MATS | 0 |
| Prevention | 1 |
| Recovery Coach | 6 |
| Total | 25 |



The CCB maintains 764 active certifications in the following areas:

| | |
|------------------------|------------|
| Addiction Counseling | 499 |
| Counselor in Training | 31 |
| Clinical Supervision | 29 |
| Co-Occurring Disorders | 49 |
| Criminal Justice | 9 |
| Gambling | 21 |
| MATS | 28 |
| Prevention | 44 |
| Recovery Coach | 54 |
| Total | 764 |



Compared with December 2023, there was a decrease of 21, which represents a 2.7% decrease in the number of certifications

As of December 2023, the CCB maintained 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 |

Number of Certified Professionals – December 2024

As of December 2024, the CCB certifies 639 professionals

| | | |
|------------------|-----|------------|
| Females | 442 | |
| Males | 197 | |
| Total | | 639 |
| | | |
| African American | 97 | |
| Caucasian | 469 | |
| Hispanic | 56 | |
| Other | 17 | |
| Total | | 639 |

Non-Reciprocal Professionals:

| | |
|------------------------|-----------|
| CAC | 11 |
| Clinical Supervision | 1 |
| Co-Occurring Disorders | 5 |
| Total | 17 |

CCB Quarterly Report

Fiscal Year 2025 - Quarter 2

Data: October 2024 – December 2024

31 certifications expired this quarter in the following areas:

| | |
|------------------------|-----------|
| Addiction Counseling | 24 |
| Counselor in Training | 1 |
| Clinical Supervision | 1 |
| Co-Occurring Disorders | 1 |
| Criminal Justice | 0 |
| Gambling | 0 |
| MATS | 1 |
| Prevention | 3 |
| Recovery Coach | 0 |
| Total | 31 |



Expired certifications were due to renew from October 2024 – December 2024

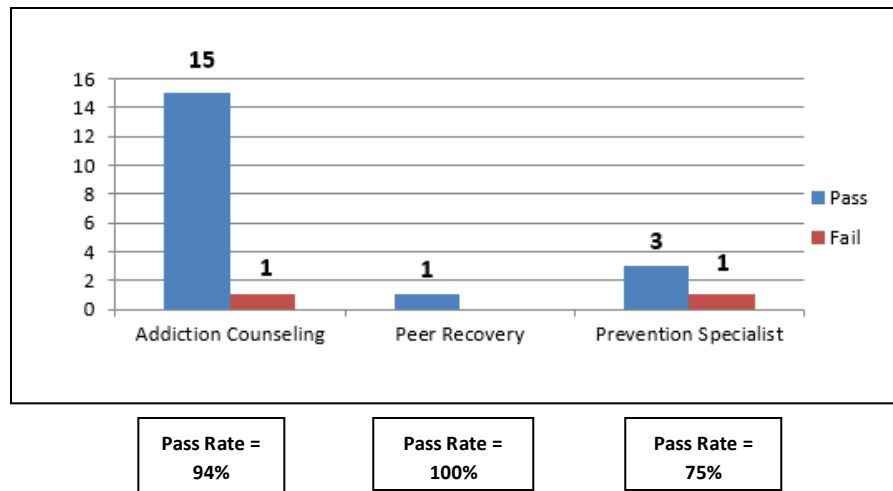
34 certifications lapsed this quarter in the following areas:

| | |
|------------------------|-----------|
| Addiction Counseling | 27 |
| Clinical Supervision | 1 |
| Co-Occurring Disorders | 2 |
| Criminal Justice | 0 |
| Gambling | 0 |
| MATS | 1 |
| Prevention | 0 |
| Recovery Coach | 3 |
| Total | 34 |



A total of 21 exams were administered by the CCB this quarter in the following areas:

| | |
|-------------------------------|-----------|
| Advanced Addiction Counseling | |
| Addiction Counseling | 16 |
| Counselor in Training | 0 |
| Clinical Supervision | 0 |
| Co-Occurring Disorders | 0 |
| Criminal Justice | 0 |
| Gambling | 0 |
| MATS | 0 |
| Prevention | 1 |
| Recovery Coach | 4 |
| Total | 21 |



All exams are computer-based (CBT)

CCB Quarterly Report

Fiscal Year 2025 - Quarter 2

Data: October 2024 – December 2024

COMPARATIVE DATA OF CURRENT AND PREVIOUS FOUR QUARTERS

CERTIFICATIONS

| Total Issued | 2024 - Q 2 | 2024 - Q 3 | 2024 - Q 4 | 2025 - Q 1 | 2025 - Q 2 |
|------------------------------------|------------|------------|------------|------------|------------|
| Addiction Counseling | 13 | 11 | 11 | 9 | 15 |
| Counselor in Training | 2 | 4 | 3 | | 2 |
| Clinical Supervision | | | | | 1 |
| Co-Occurring Disorders | | | | | |
| Criminal Justice | | | | | |
| Gambling | | | | | |
| MATS | | | | | |
| Prevention | 1 | | 1 | 5 | 1 |
| Recovery Coach | 3 | 5 | 3 | 4 | 6 |
| <i>Total Certifications Issued</i> | 19 | 20 | 18 | 18 | 25 |

| Active | 2024 - Q 2 | 2024 - Q 3 | 2024 - Q 4 | 2025 - Q 1 | 2025 - Q 2 |
|------------------------------------|------------|------------|------------|------------|------------|
| Addiction Counseling | 527 | 526 | 528 | 509 | 499 |
| Counselor in Training | 28 | 31 | 33 | 32 | 31 |
| Clinical Supervision | 32 | 32 | 30 | 29 | 29 |
| Co-Occurring Disorders | 53 | 51 | 53 | 51 | 49 |
| Criminal Justice | 11 | 12 | 9 | 9 | 9 |
| Gambling | 21 | 21 | 21 | 21 | 21 |
| MATS | 31 | 32 | 29 | 29 | 28 |
| Prevention | 42 | 39 | 39 | 43 | 44 |
| Recovery Coach | 40 | 46 | 51 | 51 | 54 |
| <i>Total Active Certifications</i> | 785 | 790 | 793 | 774 | 764 |

CCB Quarterly Report

Fiscal Year 2025 - Quarter 2

Data: October 2024 – December 2024

COMPARATIVE DATA (cont'd)

CERTIFICATIONS

| Expired | 2024 - Q 2 | 2024 - Q 3 | 2024 - Q 4 | 2025 - Q 1 | 2025 - Q 2 |
|-------------------------------------|------------|------------|------------|------------|------------|
| Addiction Counseling | 20 | 16 | 7 | 23 | 24 |
| Counselor in Training | 1 | 1 | 1 | 1 | 1 |
| Clinical Supervision | | | 2 | 2 | 1 |
| Co-Occurring Disorders | 1 | 3 | 1 | 2 | 1 |
| Criminal Justice | | | 1 | | |
| Gambling | 1 | 1 | | 2 | |
| MATS | 5 | 1 | | 3 | 1 |
| Prevention | 3 | 1 | | | 3 |
| Recovery Coach | 2 | 3 | 1 | | |
| <i>Total Certifications Expired</i> | 33 | 26 | 13 | 33 | 31 |

GENDER/ETHNICITY (Active Only)

| Addiction Counseling | 2024 - Q 2 | 2024 - Q 3 | 2024 - Q 4 | 2025 - Q 1 | 2025 - Q 2 |
|------------------------|------------|------------|------------|------------|------------|
| Females | 345 | 346 | 343 | 335 | 328 |
| Males | 182 | 180 | 185 | 174 | 171 |
| | | | | | |
| African American | 78 | 77 | 77 | 76 | 77 |
| Caucasian | 392 | 390 | 390 | 372 | 361 |
| Hispanic | 44 | 44 | 46 | 48 | 50 |
| Other/Did not disclose | 13 | 15 | 15 | 13 | 11 |

CCB Quarterly Report

Fiscal Year 2025 - Quarter 2

Data: October 2024 – December 2024

COMPARATIVE DATA (cont'd)

GENDER/ETHNICITY (Active Only)

| Counselor in Training | 2024 - Q 2 | 2024 - Q 3 | 2024 - Q 4 | 2025 - Q 1 | 2025 - Q 2 |
|------------------------|------------|------------|------------|------------|------------|
| Females | 23 | 26 | 28 | 28 | 28 |
| Males | 5 | 5 | 5 | 4 | 3 |
| | | | | | |
| African American | 7 | 8 | 10 | 10 | 10 |
| Caucasian | 19 | 21 | 21 | 20 | 19 |
| Hispanic | 1 | 1 | 1 | 1 | 1 |
| Other/Did not disclose | 1 | 1 | 1 | 1 | 1 |

| Clinical Supervision | 2024 - Q 2 | 2024 - Q 3 | 2024 - Q 4 | 2025 - Q 1 | 2025 - Q 2 |
|------------------------|------------|------------|------------|------------|------------|
| Females | 20 | 21 | 19 | 18 | 18 |
| Males | 12 | 11 | 11 | 11 | 11 |
| | | | | | |
| African American | 5 | 5 | 5 | 5 | 5 |
| Caucasian | 26 | 26 | 24 | 23 | 23 |
| Hispanic | 1 | 1 | 1 | 1 | 1 |
| Other/Did not disclose | | | | | |

CCB Quarterly Report

Fiscal Year 2025 - Quarter 2

Data: October 2024 – December 2024

COMPARATIVE DATA (cont'd)

GENDER/ETHNICITY (Active Only)

| Co-Occurring Disorders | 2024 - Q 2 | 2024 - Q 3 | 2024 - Q 4 | 2025 - Q 1 | 2025 - Q 2 |
|------------------------|------------|------------|------------|------------|------------|
| Females | 40 | 39 | 41 | 40 | 39 |
| Males | 13 | 12 | 12 | 11 | 10 |
| | | | | | |
| African American | 6 | 5 | 6 | 6 | 5 |
| Caucasian | 42 | 41 | 42 | 40 | 39 |
| Hispanic | 3 | 3 | 3 | 3 | 3 |
| Other/Did not disclose | 2 | 2 | 2 | 2 | 2 |

| Criminal Justice | 2024 - Q 2 | 2024 - Q 3 | 2024 - Q 4 | 2025 - Q 1 | 2025 - Q 2 |
|------------------------|------------|------------|------------|------------|------------|
| Females | 8 | 9 | 6 | 6 | 6 |
| Males | 3 | 3 | 3 | 3 | 3 |
| | | | | | |
| African American | 2 | 3 | 1 | 1 | 1 |
| Caucasian | 8 | 8 | 7 | 7 | 7 |
| Hispanic | | | | | |
| Other/Did not disclose | 1 | 1 | 1 | 1 | 1 |

CCB Quarterly Report
 Fiscal Year 2025 - Quarter 2
 Data: October 2024 – December 2024

COMPARATIVE DATA (cont'd)

GENDER/ETHNICITY (Active Only)

| Gambling | 2024 - Q 2 | 2024 - Q 3 | 2024 - Q 4 | 2025 - Q 1 | 2025 - Q 2 |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Females | 17 | 17 | 18 | 18 | 18 |
| Males | 4 | 4 | 3 | 3 | 3 |
| | | | | | |
| African American | 1 | 1 | 1 | 1 | 1 |
| Caucasian | 18 | 18 | 18 | 18 | 18 |
| Hispanic | 1 | 1 | 1 | 1 | 1 |
| Other/Did not disclose | 1 | 1 | 1 | 1 | 1 |

| MATS | 2024 - Q 2 | 2024 - Q 3 | 2024 - Q 4 | 2025 - Q 1 | 2025 - Q 2 |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Females | 28 | 29 | 26 | 26 | 25 |
| Males | 3 | 3 | 3 | 3 | 3 |
| | | | | | |
| African American | 6 | 7 | 6 | 6 | 5 |
| Caucasian | 20 | 20 | 18 | 18 | 18 |
| Hispanic | 4 | 4 | 4 | 4 | 4 |
| Other/Did not disclose | 1 | 1 | 1 | 1 | 1 |

CCB Quarterly Report

Fiscal Year 2025 - Quarter 2

Data: October 2024 – December 2024

COMPARATIVE DATA (cont'd)

GENDER/ETHNICITY (Active Only)

| Prevention | 2024 - Q 2 | 2024 - Q 3 | 2024 - Q 4 | 2025 - Q 1 | 2025 - Q 2 |
|------------------------|------------|------------|------------|------------|------------|
| Females | 39 | 36 | 36 | 40 | 41 |
| Males | 3 | 3 | 3 | 3 | 3 |
| | | | | | |
| African American | 1 | 1 | 1 | 1 | 1 |
| Caucasian | 39 | 36 | 36 | 41 | 42 |
| Hispanic | | | | | |
| Other/Did not disclose | 2 | 2 | 2 | 1 | 1 |

| Recovery Coach | 2024 – Q 2 | 2024 – Q 3 | 2024 – Q 4 | 2025 – Q 1 | 2025 – Q 2 |
|------------------------|------------|------------|------------|------------|------------|
| Females | 25 | 28 | 30 | 32 | 33 |
| Males | 15 | 18 | 20 | 19 | 21 |
| | | | | | |
| African American | 10 | 11 | 12 | 12 | 13 |
| Caucasian | 28 | 32 | 35 | 36 | 37 |
| Hispanic | 2 | 3 | 3 | 3 | 3 |
| Other/Did not disclose | | | | | 1 |

CCB Quarterly Report

Fiscal Year 2025 - Quarter 2

Data: October 2024 – December 2024

Summary of training and coaching provided by the CCB: **147 total training hours provided**

A. CCB staff presented the following training events during this period:

Certification Process Overview open events offered to the public at no cost

| | | |
|----------------|----------------------------|------------------------------|
| 5 participants | 15 training hours provided | October 2024 via Zoom video |
| 2 participants | 6 training hours provided | November 2024 via Zoom video |
| 1 participant | 3 training hours provided | December 2024 via Zoom video |

Number of sessions offered in the community at no cost

Number of sessions offered in the community at cost

Grief & Trauma Ignored Webinar 36 participants 78 training hours provided October 2024

B. CCB staff provided the following coaching sessions:

Number of coaching sessions offered at the CCB Office at no cost

| | | | |
|------------|----------------|----------------------------|---------------|
| 5 sessions | 8 participants | 20 training hours provided | October 2024 |
| 5 sessions | 4 participants | 10 training hours provided | November 2024 |
| 3 sessions | 6 participants | 15 training hours provided | December 2024 |

CCB Quarterly Report

Fiscal Year 2025 - Quarter 2

Data: October 2024 – December 2024

Types of certifications granted from October 2024 – December 2024

| | TOTAL | AADC | CAC | CAC-E | CAC-P | CCS | CARC | CPRS | CCDP | CCDP-D | CCJP | CPS | CIT | MATS | SCCD | SCCS | SCPG | SCSA | |
|-------------------------|-----------|------|-----------|-------|----------|----------|------|----------|------|--------|------|----------|----------|------|------|------|------|------|--|
| Total | 25 | | 14 | | 1 | 1 | | 6 | | | | 1 | 2 | | | | | | |
| Females | 17 | | 9 | | | 1 | | 4 | | | | 1 | 2 | | | | | | |
| Males | 8 | | 5 | | 1 | | | 2 | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | |
| African American | 3 | | 2 | | | | | 1 | | | | | | | | | | | |
| Asian | | | | | | | | | | | | | | | | | | | |
| Caucasian | 19 | | 11 | | 1 | 1 | | 4 | | | | 1 | 1 | | | | | | |
| Hispanic | 2 | | 1 | | | | | | | | | | 1 | | | | | | |
| Other | 1 | | | | | | | 1 | | | | | | | | | | | |

Number of applications for certification reviewed between October 2024 – December 2024

| | |
|------------------------------------|-----------|
| AADC | 2 |
| APS | |
| CAC | 9 |
| CCS | 2 |
| CCJP | |
| CPRS | 5 |
| CPS | 1 |
| CIT | 3 |
| MATS | |
| SCCD | |
| SCCS | |
| SCPG | |
| SCSA | |
| Total Applications Reviewed | 22 |

CCB Quarterly Report

Fiscal Year 2025 - Quarter 2

Data: October 2024 – December 2024

Number of renewals processed between October 2024 – December 2024

| | |
|---------------------------------|-----------|
| APS | |
| AADC | 15 |
| CAC | 35 |
| CARC | |
| CCS | 2 |
| CCDP | 4 |
| CCJP | |
| CPRS | |
| CPS | 4 |
| MATS | 2 |
| SCCD | |
| SCCS | |
| SCPG | 1 |
| SCSA | |
| Total Renewals Processed | 63 |

Types of certifications expired between October 2024 – December 2024

| | |
|----------------------|-----------|
| APS | |
| AADC | 5 |
| CAC | 19 |
| CARC | |
| CCS | 1 |
| CCDP | 1 |
| CCJP | |
| CPRS | |
| CPS | 3 |
| CIT | 1 |
| MATS | 1 |
| SCCD | |
| SCCS | |
| SCPG | |
| SCSA | |
| Total Expired | 31 |

CCB Quarterly Report

Fiscal Year 2025 - Quarter 2

Data: October 2024 – December 2024

Types of certifications lapsed between October 2024 – December 2024

| | |
|---------------------|-----------|
| APS | |
| AADC | 7 |
| CAC | 20 |
| CARC | |
| CCS | 1 |
| CCDP | 2 |
| CCJP | |
| CPRS | 3 |
| CPS | |
| MATS | 1 |
| SCCD | |
| SCCS | |
| SCPG | |
| SCSA | |
| Total Lapsed | 34 |

CCB Quarterly Report

Fiscal Year 2025 - Quarter 2

Data: October 2024 – December 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 |
| <i>Recovery Coaching</i> | |
| CARC | Certified Addiction Recovery Coach |
| CPRS | Certified Peer Recovery Specialist |
| <i>Recovery Residences</i> | |
| CRRA | Certified Recovery Residence Administrator |

| | |
|-------------|------------------------------|
| 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 |
|----------------------------|---|



286 Maple Avenue, Suite 303, Cheshire, CT 06410 203.440.9595 www.ctcertboard.org
Ebony Wilson, President
Jeffrey Quamme, Chief Executive Officer

Executive Committee Report

- Received over 20 letters of interest in Board opening
 - (1 immediate, 2 for FY 2026)
- Initial Review by ED:
 - 5 good candidates with leadership experience
- Any conflicts with:
 - Joy Pendola (McCall)
 - Jim Higgins (former CCAR)
 - Dr. William Fisher (Professor Emeritus, Springfield College)
 - Dan Smith (Mountainside)
 - Charlie McDonald (former president of CAAP)
- Reminder for committees to meet monthly, driven by Chairs
- Honoring Amy at conference (plaques, flowers)
- Board retreat ideas?

CCB meeting 1/9/2024

Program and Services

Board Members: Casie DeRosier, Nicole Hampton, Teodoro Anderson Diaz, Scott Schaefer

Items to present:

1- The Prevention Training and Technical Assistance Service Center (TTASC)

Narrative: Jeff has begun conversations about increasing CPS numbers and bringing back an older credential called the APP (non-reciprocal, similar to the CIT for Addiction Counseling) with funding up to \$20K. The initial payment will be \$5k to cover the administrative costs of setting up. They are not seeking any discounts based upon those they refer, the Registry, application, and exam will be paid in full for any professional they refer. **Previously, expected start date for credentialing is 1/1/25, admins work and initial payment before that.**

a. Key points:

- i. reactivating a credential application that has already been created and becomes part of our normal credential review process
- ii. Identity will be verified by the submission of a government issued ID with photo as part of the registry, as well as via any factors to authenticate electronically. The notary seal and signature can be burdensome to many, and any use of false identity is an issue for the Ethics committee to resolve
- iii. There is a need for electronic submissions to ensure efficacy and faster response to candidates.

2. Applications

Narrative: To create a SINGLE, SIMPLIFIED application for all credentials, with an accompanying booklet that outlines the process, the standards and codes of ethics for each. **Goal for this is 6/30/25.**

a. Key Points:

- I. If anything happened to the physical space (fire, etc) and paper files were lost, that puts a burden on the staff and applicants to have them redone. Electronics files would be kept in the cloud.
- II. Scott provided an update about the electronic submission that CCB is able to take out references, apply a e-book per credential, and an assistant w/ checkbox in replace of a notary.
- III. ICRC versus CCB standards for simplified application – The IC&RC requires that specific information is made available on application materials. They do not specify that it needs to be on the actual forms, so it could be in the handbook. They also do routine QA checks on application materials for boards to ensure compliance.

3. Outreach:

Narrative: P&S will look at opportunities for **1)** funding / grants that support individuals pay for training/certifications and **2)** increasing awareness of CCB certifications and training opportunities.

- a. Key points:
- I. On 1/6/2025, P&S contacted Giovanna Mozzo, LMSW <gmozzo@catalystct.org> to inquire more about The Recovery Works-WIOA grant through The WorkPlace/Recovery Works. Jacqueline M. Calayag, MSJ, RCP <jcalayag@catalystct.org> was CC on the email to F.U with CCB. Her return date back to office is 1/10/2025.
 - II. On 1/9/2025, P&S contacted stacy@ccar.us and lila@ccar.us reached out on behalf of the Connecticut Certification Board (CCB), seeking to have a conversation about an opportunity to be a part of your training academy agenda to introduce CCB certifications and further opportunities for professional development . This would be an amazing collaboration opportunity for CCB and CCAR as we work together to advance the professional development and growth of upcoming professionals in the field of addiction services.
 - III. On 1/9/2024, P&S contacted Advocacy unlimited . **Same as above.**

4. Certifications- deferred for now.

Credentials for CCB – total 16

ICRC- 8

- Advanced alcohol and drug counselor
- CAC- once approved can go for criminal justice
- Clinicals supervision
- Cooccurring diplomat
- CPRS
- Criminal justice professional (only renew)

Note: This will be an ongoing discussion while looking at several factors (financial, demand, political issues)

5. Announce the presenters for our conference

Keynote: Dr. Geri-Lynn Utter

Plenary: Dr. Victoria Sanders

Closing Session: Pete Rubinas, ED, SMART Recovery USA

Breakouts:

- Angela Alston: Resilience in the Ranks: Managing Stress for Addiction Professionals
- Dr. Fred Dombrowski: Working with Veterans Living with Substance Use Disorders
- Dr. Samia Hussein: Working with Muslim Clients
- Mark Lefebvre: Building Recovery Ready Communities
- Michael Serrano: Understanding the Ethical Guidelines for Recovery Coaches
- Charlotte Stanley: Forensic Mental Health and Co-Occurring Disorders



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P&S

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Ethics Report

- No New Cases
 - One fraud case is in court, we will suspend and then act upon resolution
 - Expectation is that with the US Attorney's Office still focusing on fraud, we may see more. Current US Attorney has resigned, unsure if new appointee will continue focus
- Review of current Ethics Code is possible to ensure it is generalizable enough to cover all credentials



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Ebony Wilson, President
Jeffrey Quamme, Chief Executive Officer

Treasurer's Report

- Through the first half of FY 2025: Income of about \$11k
- Accounts Receivable:
 - \$32,500 – DMHAS Office of Workforce Development
 - \$29,000 (\$9000 immediately) - DMHAS Office of Recovery Community Affairs)
- Accounts Payable:
 - \$4800 (Prometric)
- Office move will save us about \$6000/year (next rent payment 5/2025)
- 2025 Conference:
 - Ticket Sales to start in February
 - Jeff and Cassandra to meet next week to discuss fundraising
 - Keynote \$2500 honorarium (+ travel expenses)
 - Plenary (just travel expenses)



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CEO Report

- New Business Contracts:
 - XSector Consulting/TTASC:
 - \$20,000 for Prevention
 - \$5,000 Administrative Costs
 - \$15,000 scholarships
 - Thumbprint Consulting: \$5000-\$6000 for CPRS (Aware)
 - Pending
- Conference
- Move almost complete
- Change in Number (will post it everywhere)
- I have formally asked for assistance in requesting increase from DMHAS