



Janet T. Mills
Governor

STATE OF MAINE
DEPARTMENT OF PROFESSIONAL & FINANCIAL REGULATION
OFFICE OF PROFESSIONAL & OCCUPATIONAL REGULATION
BOARD OF ALCOHOL & DRUG COUNSELORS
76 NORTHERN AVENUE
GARDINER, MAINE 04345

Joan F. Cohen
Commissioner

**Board of Alcohol & Drug Counselors
Public Board Meeting
Friday, January 17, 2025**

MINUTES

MEMBERS PRESENT

Robert Rogers, Board Chair
Lisa Williams, Complaint Officer
Laurence Gross, Public Member

MEMBERS ABSENT

Darlene Panzino, Vice Chair

STAFF PRESENT

Rebekah Smith, Hearing Officer
Samantha Andrews, Assistant Attorney General
Katie Warwick, Assistant Attorney General
Kristina Halvorsen, Board Administrator
George Morgan, Board Investigator
Jessica Cirello, Professional Licensing Supervisor

CALL TO ORDER

Board Chair, Robert Rogers, called the meeting to order at 9:02 a.m.

MINUTES REVIEW AND APPROVAL

Review and approval of the November 15, 2024 minutes.

A motion was made by Laurence Gross and seconded by Lisa Williams to approve the minutes as written.

Vote: 3 in favor.

ADJUDICATORY HEARING

2024-ALC-20373 Thomas Caswell

Hearing 9:08 a.m.-12:50 p.m.

A motion was made by Lisa Williams and seconded by Laurence Gross to find that the applicant hasn't been sufficiently rehabilitated to warrant the public trust, as the

applicant is still on criminal probation, and to issue the pending CADC license with 24 months of probation that will consist of 1 hour a month of supervision with a Board-staff approved external supervisor (outside of the applicant's workplace) who will submit quarterly and final reports to the Board for review and the applicant will notify the Board when his criminal probation ends. In addition, the Board chair can sign the decision and order.

Vote: 3 in favor.

COMPLAINT PRESENTATIONS

2024-ALC-20007

A motion was made by Robert Rogers and seconded by Laurence Gross to table this complaint due to new information.

Vote: 2 in favor, 1 abstained: Lisa Williams.

2024-ALC-20096

A motion was made by Laurence Gross and seconded by Robert Rogers to dismiss this complaint due to the lack of evidence of a violation of Board laws or rules and to issue a letter of guidance, citing Board rules Chapter 8, Section 3(3) (E) (confidentiality of client information), which will stay in the licensee's file for 10 years.

Vote: 2 in favor, 1 abstained: Lisa Williams.

2024-ALC-20129

A motion was made by Laurence Gross and seconded by Robert Rogers to preliminarily deny the renewal application, citing 10 M.R.S. §8003 (5-A)(A)(9) (noncompliance with a board order or consent agreement).

Vote: 2 in favor, 1 abstained: Lisa Williams.

COMPLAINT COMPLIANCE ITEMS

2021-ALC-17978 Quarterly Report Review

A motion was made by Laurence Gross and seconded by Lisa Williams to accept the reports as submitted.

Vote: 3 in favor.

2022-ALC-18440 Unfinished Business

A motion was made by Robert Rogers and seconded by Laurence Gross to find that the applicant hasn't been sufficiently rehabilitated to warrant the public trust.

Vote: 3 in favor.

2024-ALC-19741 Quarterly Report Review

A motion was made by Robert Rogers and seconded by Laurence Gross to accept the reports as submitted.

Vote: 3 in favor.

APPLICATION REVIEWS

Initial Application: Leslie Leathers

A motion was made by Robert Rogers and seconded by Lisa Williams to table this application review until the next regular Board meeting due to the anticipated lack of quorum.

Vote: 3 in favor.

Renewal Application: Jon Gallagher

A motion was made by Robert Rogers and seconded by Laurence Gross to table this application review until the next regular Board meeting due to the anticipated lack of quorum.

Vote: 3 in favor.

RULEMAKING DISCUSSION

Board Administrator, Kristina Halvorsen, will send a draft of the Board's rules prior to the next regular Board meeting. The Board will start the rulemaking process in future meetings.

ELECTION OF OFFICERS

A motion was made by Robert Rogers and seconded by Lisa Williams to table officer nominations until all Board members are present.

Vote: 3 in favor.

ADMINISTRATOR'S REPORT

Board Administrator, Kristina Halvorsen, discussed the licensing dashboard, created by Board staff, which shows licensure and application numbers and trends. Ms. Halvorsen will walk through the online application process with Board members at a future meeting.

Given that the Legislature is back in session, Ms. Halvorsen asked Board members to respond as soon as possible if she contacts them with legislative questions.

OPPORTUNITY FOR PUBLIC COMMENT

None

ADJOURNMENT

A motion was made by Lisa Williams and seconded by Laurence Gross to adjourn the meeting at 1:23 p.m.

Vote: 3 in favor.