

**Board of Alcohol & Drug Counselors
Public Board Meeting
Friday, September 19, 2025**

DRAFT MINUTES

MEMBERS PRESENT

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

MEMBERS ABSENT

Darlene Panzino, Vice Chair

STAFF PRESENT

Katie Warwick, Assistant Attorney General
Mike Tarr, Comprehensive Health Planner II
George Morgan, Board Investigator
Cecile Sirois, Professional Licensing Supervisor
Katy Getchell, Acting Professional Licensing Supervisor
Penny Vaillancourt, Director

CALL TO ORDER

Board Chair, Robert Rogers, called the meeting to order at 9:04 a.m.

MINUTES REVIEW AND APPROVAL

Review and approval of the July 18, 2025, minutes.

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

Vote: 3 in favor.

COMPLAINT PRESENTATIONS

2025-ALC-20708

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.

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

COMPLAINT COMPLIANCE ITEMS

2024-ALC-20344

A motion was made by Laurence Gross and seconded by Robert Rogers to keep the letter of guidance that was previously voted on at the Board's July 18, 2025 meeting in the licensee's file for a period of 10 years.

Vote: 2 in favor, 1 abstained: Lisa Williams

2024-ALC-19741

A motion was made by Laurence Gross and seconded by Robert Rogers to terminate probation and notify licensee that probation has been terminated.

Vote: 3 in favor.

APPLICATION REVIEWS

Initial Application: Renee Lewis

A motion was made by Laurence Gross and seconded by Lisa Williams to approve the application as the applicant has demonstrated she has been sufficiently rehabilitated to warrant the public trust.

Vote: 3 in favor.

Initial Application: Shane Gray

A motion was made by Robert Rogers and seconded by Lisa Williams to approve the application as the applicant has demonstrated he has been sufficiently rehabilitated to warrant the public trust.

Vote: 3 in favor.

Initial Application: Sean Duffy

A motion was made by Robert Rogers and seconded by Lisa Williams to table this review and direct Board staff to request verifications for professional licenses listed on his initial application and obtain additional information regarding the applicant's disclosure regarding action taken on a previously held professional license.

Vote: 3 in favor.

Initial Application: Jodi Kern

A motion was made by Laurence Gross and seconded by Lisa Williams to approve the application.

Vote: 3 in favor.

ADMINISTRATOR'S REPORT

Penny Vaillancourt, Director, discussed with the board that the office is working on recruiting and retaining staff. Director Vaillancourt mentioned the need to update board rules.

OPPORTUNITY FOR PUBLIC COMMENT

Dr. HerMaya provided comment noting that she had earlier requested her correspondence to be placed on the Board's agenda for review and discussion. Her request is to seek clarification on the regulations governing supervision and whether supervision can be done remotely and if the supervisor can be a contracted employee. Board staff will follow up with this request and place the item on a future board meeting agenda as applicable.

ADJOURNMENT

A motion was made by Laurence Gross and seconded by Lisa Williams to adjourn the meeting at 9:40 a.m.

Vote: 3 in favor.