

Association of Utah  
Substance Abuse Professionals  
A U S A P

Board Meeting

Meeting Date: January 17, 2014

Meeting Start Time: 3:00 p.m.

Attendees: Michael Odom, Rodney Symes, Kristie Versteeg and Pam Higgins.

Called In Attendees: Scott Young, Teresa Burton, Ann Coburn, Shawn McMillen, Cynthia (NAADAC) and Vern Karr

Excused Absent: Jeff Smart, Craig Anderson and Debi Prisbrey

Non-excused Absence: Gloria Boberg, Jeremy Boberg and Debra Gibson

Review of November minutes, Kristi made motion to accept, Pam second, all unanimous.

Scott Young asked that Michael identify all of the applicants for the Bylaws Committee. Michael reported that committee with Scott as the Chair, and will include Michael Allgier, Arvel Brinkerhoff, Karan Pace and the fifth position, while not applied for, Santiago Cortez and Dave Felt, both have agreed to offer some limited assistance if needed.

Ann Coburn reviewed the estimated closing financial statements for December 31, 2013. She reported an estimated \$5,000 surplus. She reported the 2013 final financial statements and the 2014 Budget will be completed and presented at the February board meeting. She previewed 2014 budget issues and suggested that the board designate (of this 2013 surplus), \$2,000 to establish an ongoing scholarship fund; \$1,000 for potential General and Professional Liability insurance for the agency, and an estimated \$2,000 for 2014 general expenditures. Michael added discussion of additional expenditures expected as a result of electronic payments established recently on the website; the need for operational type insurance coverage (in addition to NAADAC's umbrella Board of Directors coverage) and the potential for additional revenue via the Employment Advertising recently introduced.

Michael Odom stated his interest in having an AUSAP information booth and representation at the Utah Valley University Alcohol and Drug conference scheduled for February 28. Rodney Symes suggested the scholarship fund allow \$300 in scholarship awards to members to encourage attendance. Kristi Versteeg made a motion to designate the 2013 surplus funds for 2014 budget needs (\$2,000 Scholarship Fund; \$1,000 General and Professional Liability

Board Secretary: Deborah Prisbrey

Meeting Location: Clinical Consultants, LLC 7601 South Redwood Road, West Jordan, Utah 84084

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insurance and \$2,000 for general expenditures) and to initiate the scholarship program for UVU and the motion was seconded by Scott Young. All those opposed none.

Discussion items:

Michael updated the board and NAADAC that the AUSAP Policies and Procedures of the Credentialing Committee are completed and awaiting NAADAC's response. Jeff Smart had reported the expected response from Shirley, at NAADAC has not been as timely as they had offered. We will continue to gain a response, absent a response from NAADAC we will present the draft polices for approval to the full board in February. Cynthia added that this is on the to-do list of Shirley Mikell at NCC AP and that she will urge their completion.

Michael discussed the recent announcement of the Employment Advertising and asked the board to share this information for advertising opportunities with other professionals and agencies. Michael announced recent launching of AUSAP's facebook page that may encourage members as well as non-members to friend, allowing us a venue to encourage membership and to share professional events and information via a new avenue aside from our email blasts.

Shawn McMillen discussed pending change for review at DOPL allowing those completing internships, yet ineligible for employment due to licensure delays, to be defined as on-the-job training episodes. This transitional allowance will reduce the "unemployable window" between internship and licensure. He updated the board with Recovery Residences and some of the political considerations. This remains an issue of many options and interests groups with no solid legislative proposal as of yet.

Michael asked if there were any additional items for review, Cynthia, with NAADAC took a few moments to discuss NAADAC membership drive pending in March; a Workforce Improvement RFP available via NAADAC for the period of July 15 through September 15, 2014. She also discussed the need for Utah to participate Advocacy in Action Conference, March 2-4, 2014. After she was complete, Michael asked if there were any other items for discussion and there were none.

Next meeting: Friday, February 21<sup>st</sup> at 3pm and Michael asked that all prepare to join the meeting in order to complete tasks relating to financial statements; credentialing committee and UVU conference; as well as other business at hand.

Motion to close the meeting was made by Pam, and seconded by Rodney.