



**ADDICTION COUNSELING ADVISORY COMMITTEE**  
**MINUTES**  
**Friday, November 7, 2014**  
**1:00-3:00 p.m.**  
**Hanna Hall, room 118**

**Members Present:** Lynette Tracy, Committee Chair, Lifeline Connections; Sandi Kendrick, Clark County Public Health; Laurie Ellett, Helping Professionals; Josh Barrett, Western Psychological Services; Ed Febish, Columbia River Mental Health; Jared Sanford, Lifeline Connections; Angela Ball, Daybreak Youth Services

**Members Absent:** Dr. Marcia Roi, Professor, Addiction Counseling Ed.; Chris Thompson, Vice Chair, VOA; Roberta Morgan, Western Psychological Services

**Clark College:** Jim Jensen, Instructor; Catherine Kroll, Professor; Miles Jackson, Dean, Social Science & Fine Arts; Andreana DiGiorgio, Secretary Sr., Advisory Committees

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Committee Chair, Lynette Tracy, called the meeting to order at 1:07 p.m. with introductions.

**Review of the Minutes of the Previous Meeting:**

*A motion was made to approve the August 8, 2014 minutes as written. The motion was seconded and unanimously approved.*

**Office of Instruction**

Interim Director of academic Services, Rachele Bakic introduced herself and began with the advisory committee website & updated handbook – Rachele told the committee that Clark College has a new web content manager and showed members how to navigate from the main page of the Clark website to the advisory websites. She reported that the committee handbook has been updated with new information. Some of the changes that are included in the handbook are:

- Adjunct faculty membership & voting – Adjuncts can serve and are an important part of the advisory committees. However, per the State of Washington requirements, Clark faculty and staff cannot be voting members as there could be a potential conflict of interest. She added that vendor representatives – can serve on committees but will not be a voting member.
- Quorum & voting – The college is moving toward having at least two meetings per year where quorum is met. The committees need to move away from electronic voting and use only in exceptional cases. If quorum will not be present, the meeting will need to be rescheduled.
- Nomination form can be found on page 12. Members can nominate using the form or can call or email Andreana and they can begin the new member process.

**Perkins funding award.** This year the college was awarded \$608,925 in Perkins funding. Rachele explained that Perkins dollars help fund CTE curriculum development and revision, advising, tutoring, disability support services and computer lab support for CTE students. Of those dollars, approximately \$32,214 in summer curriculum projects was awarded. Due to a decrease in funding level and the commitment to fund other initiatives, there are no Perkins equipment dollars this year.

**Worker retraining award.** The award was \$1,023,198. Most of the funding supports faculty salaries, instructional techs, financial aid and advising support.

**Credit for Prior Learning (CPL).** – Rachele reported that the focus of CPL is on course challenges and reviewing incoming industry certifications. Students may be assessed through various processes that will determine the degree to which learning outcomes have been met. She said students will be charged a flat fee of \$255 for course challenges. This will primarily benefit students taking 3, 4, 5 or 6 credit hour courses. Students requesting a course challenge for a 1 or 2 credit hour course will not realize the financial benefit but may realize time savings. Rachele said that a major difference in this and the previous way Clark “waived” courses is that this program will ensure the course(s) are listed on the students’ transcripts with a “pass/fail”. She asked members if they have employees who would like to return to school and want to see what certifications or perhaps life experiences they might receive credit for, to have them contact Kim Marshel, Associate Director of Credit Articulation, at 360-992-2358 or [kmarshall@clark.edu](mailto:kmarshall@clark.edu).

**Committee roster & membership.** Rachele told the committee members that currently there are six employer reps and four employee reps on the committee. She said they may want to recruit one more employee rep to get the ratio closer to the 50-50 percent required by the State. She also told the committee that they are moving away from electronic voting so having a quorum at every meeting is very important. If quorum will not be met the meeting will need to be rescheduled. Please RSVP for every meeting.

**Advisory Committee Recognition event** – Rachele announced that the College is planning an advisory member recognition breakfast on March 18, 2015 from 7:30—9:30 a.m. Regional economist Scott Bailey will be guest speaker and will give an economic report on the state of Washington and also our region. She told the members to be watching for more information in the coming weeks.

#### **Director/Division Chair Report:**

Jim Jensen reported in place of Dr. Marcia Roi, who couldn’t make it to the meeting.

- **Field Placement.** Marcia can report on this at the next meeting, however, Jim said that currently, field placement is six (6) credits over two (2) terms. Miles added that they are requesting from Curriculum Committee that this be changed to a variable credit option, three or six credits. Jim said field placement is in high demand in this program and they are making a list of individuals two terms in advance so that we can help find placement for the students. If members have openings, please contact Dr. Roi.
- **Enrollment/Advising.** Jim said that program enrollment is steady. There was a small dip 6 months ago but numbers are good right now. He said they have made adjustments to advising to come in line with how many students are being serviced. Both he and Marcia are sharing advising duties now.
- **ACED 105, Survey of Addictionology.** Jim said this course looks very promising. It is a five (5) credit course and they are still looking for an instructor to teach it.

#### **Work Plan**

Jim spoke to student diversity in the program and said he’s seen an uptake. Catherine Kroll asked if they could obtain a report that gives information from the self-declared ethnicity during student registration. Miles Jackson said that Planning and Effectiveness can help gather this information. Josh Barrett asked if we can find out from current and future students how they found out about the program. Jim said a “discovery survey” could be put together for incoming students. This information would help with marketing the program. This will be added to the work plan.

Miles told the committee that Marcia is putting in a sabbatical proposal for fall 2015 to work on curriculum development for a recovery coach program. Miles asked if the committee thought this was a priority. Jared said yes and insurance companies will begin covering recovery coach support in the near future. The role is new enough that no one is sure how and if this position will fit in each facility.

### **Old Business**

Jared Sanford gave an update on Lifeline Connections' new Sobering Station. He said this will be a place where people can go and begin to detox. Jared said it's actually a step before detox, where they can stay for up to 12 hours, have access to warm clothes and a warm meal, and then transition right into detox. There will be 16 beds to start and 24-hour nursing with an on call psychologist (psychiatrist?). He added that crisis teams will be in the building but he doesn't think they will be needed here. He said that the main purpose for this program is to free up law enforcement and bring these folks to Lifeline instead of the ER or jail. This will be a state funded adult program which goes live January 5, 2015.

### **New Business**

It was time to elect new officers. Lynette agreed to continue to chair the committee if the members agreed. *A motion was made, seconded and unanimously approved to elect Lynette Tracy as chair. A motion was then made to elect Sandi Kendrick to be the vice chair. The motion was seconded and also unanimously approved by the members.*

### **Next Meeting Date:**

The committee agreed that the next meeting(s) will be Friday, January 30, 2015 & April 24, 2015 both at 1 p.m.

The meeting adjourned at 2:18 p.m.