



STATE OF ARIZONA  
BOARD OF BEHAVIORAL HEALTH EXAMINERS  
3443 NORTH CENTRAL AVENUE, SUITE 1700  
PHOENIX, AZ 85012  
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JANICE K. BREWER  
Governor

TOBI ZAVALA  
Interim Executive Director

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BOARD OF BEHAVIORAL HEALTH EXAMINERS  
RULES SUBCOMMITTEE  
**NOTICE OF AGENDA & PUBLIC MEETING**  
**Scheduled for March 27, 2014, at 9:00 AM**  
3443 North Central Avenue, Room 908, Phoenix, Arizona

Pursuant to A.R.S. Sec. 38-431.02, notice is hereby given to the general public and to members of the Rules Subcommittee that the Committee will hold a regular meeting open to the public on the date and at the time indicated above. (The meeting room is located on the 9<sup>th</sup> floor of the building.)

The Committee reserves the right to change the order of items on the agenda, except for those matters set for a specific time.

The Committee, upon majority vote of a quorum of the members, may hold an Executive Session on any item on the agenda, where applicable, for purposes of reviewing and discussing confidential records, to obtain legal advice and/or to consider its position and instruct its attorneys pursuant to A.R.S. § 38-431.03(A)(2), (3) and (4). Executive Sessions are not open to the public.

Americans with Disabilities Act: Persons with a disability may request a reasonable accommodation, such as a sign language interpreter or a copy of this document in alternative format, by contacting Mary Wilson at 602-542-1832 or the TDD number at 800-367-8939.

The agenda for the meeting is as follows:

1. **Call to order (Chair)**
2. **Roll call (staff)**
3. **Review, consideration, and action regarding minutes from previous meetings**
  - A. *February 13, 2014 general meeting minutes*
  - B. *March 13, 2014 general meeting minutes*
4. **Report from the Chair**
  - A. *Review, consideration, and possible action regarding stakeholder participation*
5. **Report from Staff**
  - A. *Review, consideration, and action regarding ratification of all legal action taken at the Rules Subcommittee on March 13, 2014, pursuant to A.R.S. § 38-431.05(B).*  
Action at the Committee Meeting may have been taken in violation of the Open Meeting Law. The actions taken by the Committee at the March 13, 2014, meeting are reflected in the minutes of that Committee Meeting, a copy of which is attached to this agenda and incorporated by reference.
  - B. *Review, consideration, and possible action regarding subcommittee script*
  - C. *Update regarding credentialing committees recommendations for rules subcommittee*
6. **Discussion and possible action regarding development of proposed rule changes**
  - A. *Continued review, consideration, and possible action regarding draft of R4-6-304*
  - B. *Review, consideration, and possible action regarding draft of R4-6-101*
  - C. *Review, consideration, and possible action regarding drafts of R4-6-301, R4-6-302, and R4-6-305*
  - D. *Review, consideration, and possible action regarding drafts of R4-6-801 and R4-6-804*
  - E. *Review, consideration, and possible action regarding draft of R4-6-902*
  - F. *Review, consideration, and possible action regarding drafts of R4-6-1104 and R4-6-1105*
  - G. *Review, consideration, and possible action regarding drafts of R4-6-211 and R4-6-212*
7. **Report from Stakeholders**

**8. Future agenda items**

**9. Call for public comment**

Those wishing to address the Committee do not need to request permission in advance; however, the Committee may limit those persons speaking during this time to a reasonable number on any given public matter. In addition, each person wishing to address the Committee will be given five (5) minutes to do so. Pursuant to A.R.S. § 38-431.02(H), the Committee can only take action on matters listed on the agenda. Action on public comment matters that are not listed on the agenda will be limited to directing staff to study the matter or to schedule the matter for further discussion at a later date.

**10. Establishment of future meeting date(s)**

*The next meeting is scheduled for Thursday, April 10, 2014 at 9 a.m., at 3443 N Central Ave, Room 908.*

**11. Adjournment**

March 21, 2014

A handwritten signature in black ink, appearing to read 'Tobi Zavala', written in a cursive style.

Tobi Zavala  
Interim Executive Director



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BOARD OF BEHAVIORAL HEALTH EXAMINERS  
RULES SUBCOMMITTEE MEETING MINUTES  
Thursday, March 13, 2014

Members Present: Jerri Shields, Yvonne Fortier, Patricia Dobratz, Del Worley, Shiloh Lundahl, Nikole Hintz-Lyon

Member by Phone: Kirk Bowden (left call at 9:50 a.m., rejoined call at 10:40 a.m.)

Staff Present: Tobi Zavala, Interim Executive Director, Donna Dalton, Assistant Director, Elizabeth Campbell, Assistant Attorney General

1. **Call to order**

The meeting was called to order on March 13, 2014, at 9:10 am with Dr. Bowden presiding.

2. **Roll call**

See Above.

3. **Review and approval of minutes**

Tabled.

4. **Report from the Chair**

A. *Review, consideration, and possible action regarding procedures for Stakeholders' report*

Following discussion by members, Dr. Bowden moved, seconded by Ms. Shields, to set parameters for the stakeholders' reports at future subcommittee meetings including the following:

- One representative per trade association may address the subcommittee
- Each presentation is limited to seven minutes
- Presentations are limited to discussions relevant to the subject(s) agendaized at that meeting

The motion passed unanimously. Members directed Board staff to develop a script to be read at each subcommittee meeting. Ms. Zavala reminded the subcommittee that the public is always encouraged to provide feedback in writing.

5. **Report from Staff**

A. *Review, consideration, and possible action regarding rules with minimal or no changes identified*  
Members reviewed rules that required no changes and draft rules that required minimal changes.

Ms. Hintz-Lyon moved, seconded by Ms. Shields, to approve the rules as presented, pending review and comment by the credentialing committees. The motion passed unanimously.

B. *Review, consideration, and possible action regarding rules with changes involving credentialing committees*

Members reviewed draft rules that included the words "credentialing committee" that require modification due to the elimination of the credentialing committees as of October 31, 2015.

Ms. Shields moved, seconded by Ms. Hintz-Lyon, to recommend that the Board adopt the proposed rules as presented. The motion passed unanimously.

6. **Discussion and possible action regarding development of proposed rule changes**

- A. Following discussion by members, Ms. Shields moved, seconded by Ms. Hintz-Lyon, to require a minimum of 48-hour notice to subcommittee members if the meeting will be cancelled.

The motion passed unanimously.

- B. Members reviewed a draft version of R4-6-304.

Ms. Shields moved, seconded by Ms. Hintz-Lyon, to accept the draft as presented with modifications requested by members.

Members requested to agendaize further discussion at the next meeting.

*The subcommittee took a break at 10:30 a.m., reconvening its public meeting at 10:40 a.m.*

- C. Members reviewed proposed language to be added to the following rules:
- R4-6-601(3) “An applicant for licensure as a marriage and family therapist shall be deemed to meet the curriculum requirements in this Section if the applicant holds an active Arizona associate marriage and family therapist license in good standing.”
  - R4-6-702(7) “An applicant for licensure as an associate substance abuse counselor shall be deemed to meet the curriculum requirements in this Section if the applicant holds an active Arizona substance abuse technician license that was earned by meeting requirements in R4-6-701 (A)(2).”
  - R4-6-703(7) “An applicant for licensure as an independent substance abuse counselor shall be deemed to meet the curriculum requirements in this Section if the applicant holds an active Arizona associate substance abuse counselor license that was earned by meeting requirements in R4-6-702 (2).”

Ms. Hintz-Lyon moved, seconded by Ms. Shields to approve the proposed language as presented, pending review and comments from the credentialing committees. The motion passed unanimously.

- D. Members reviewed R4-6-210.

Ms. Dobratz moved, seconded by Ms. Hintz-Lyon to approve the rule with modifications requested by members, pending review and comments from the credentialing committee. The motion passed unanimously.

**7. Stakeholders' report**

Elizabeth Forsyth, representing the Arizona Counselors Association, commented on the following:

- The verification of the 3,600 hour practice of behavioral health requirement for licensure by endorsement had not come up in the stakeholders' meetings when drafting SB1374.
- Expressed concern that the subcommittee's agenda for the March 13, 2014 meeting had not been posted on the Board's website until shortly before the meeting convened.
- Requested that the rules subcommittee agendas include more specific topics of discussion.

**8. Future agenda items**

None.

**9. Call for public comment**

None.

**10. Establishment of future meeting date(s)**

The next meeting is scheduled for Thursday, March 27, 2014 at 9 a.m., at 3443 N Central Ave, Room 908.

**11. Adjournment**

Ms. Hintz-Lyon moved, seconded by Ms. Shields, to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 12:07 pm.

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Jessica Thomas  
Secretary

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Date