



STATE OF ARIZONA
BOARD OF BEHAVIORAL HEALTH EXAMINERS
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DOUGLAS A. DUCEY
Governor

TOBI ZAVALA
Executive Director

COUNSELING ACADEMIC REVIEW COMMITTEE MEETING MINUTES
Friday, February 26, 2016

Members Present: Patricia Kerstner, Kathleen Britton, Janet O'Connor

Staff Present: Tobi Zavala, Executive Director; Donna Dalton, Deputy Director; Elma Brambila, Credentialing Specialist

1. **Call to Order**

The meeting was called to order on February 26, 2015, at 9:05 a.m., with Dr. Kerstner presiding.

2. **Roll Call**

See above.

3. **Review and Approval of Minutes**

Ms. O'Connor moved, seconded by Ms. Britton, to approve the January 28, 2016, general meeting minutes as submitted. The motion passed unanimously.

4. **Report from Chair**

No report.

5. **Report from the Executive Director and/or staff**

A. *General Agency Operations*

No report.

6. **Assistant Attorney General's Report: Marc Harris, A.A.G.**

No report.

7. **Supervisor exemption requests: review, consideration and action**

None

8. **Applications for reassessment: review, consideration, and action**

A. *Erica Evans*

Members reviewed the reassessment request.

Following review and discussion, members agreed the applicant meets minimum requirements.

B. *Adena Bowen*

Members reviewed the reassessment request.

Following review and discussion, members agreed the applicant meets minimum requirements.

C. *Rebecca Lutz*

Members reviewed the reassessment request.

Following review and discussion, members requested additional information.

9. Consent agenda: review, consideration and action regarding requests for deficiency extensions

Ms. O'Connor moved, seconded by Dr. Kerstner, to approve the consent agenda as presented granting 60-day extensions to Traci Grabb and Leah Sklader-Yost. The motion passed unanimously.

10. Consent agenda: review, consideration and action regarding applications requesting review under rules prior to November 1, 2015

Ms. O'Connor moved, seconded by Dr. Kerstner, to approve the consent agenda as presented granting review under the rules effective prior to November 1, 2015, for the applications of Roxanne Reynoso, Lisa Hollebeek, Kimberly Glenn, Malinda Hadley, Hannah Nunez, Christina Behrens, Vanessa Van Dyke and Michelle Marvin. The motion passed unanimously.

11. Exam extension/accommodation requests: review, consideration and action

None

12. Applications for licensure: review, consideration and action

Appeals

1. Jill Unruh

Members reviewed information regarding the appeal.

The applicant addressed the committee telephonically.

Following review and discussion Ms. O'Connor moved, seconded by Ms. Britton to accept COUN 502 Human Growth and Development for Human growth and development; COUN 522 Career Development and Counseling for Career development; and Practicum and to recommend to the Board to deny the appeal based on a continued curriculum deficiency. The motion passed unanimously.

2. Mary Dallmann-Schaper

Members reviewed information regarding the appeal.

The applicant appeared and addressed the committee.

Following review and discussion, Ms. Britton moved, seconded by Ms. O'Connor, to accept PY 665 Counseling Skills and Practice for Pre-Practicum and to recommend to the Board to deny the appeal based on not meeting requirements in education, work experience, and clinical supervision. The motion passed unanimously.

3. Linda Brown

Members reviewed information regarding the appeal.

The applicant and her clinical supervisor, Del Worley, appeared and addressed the committee.

Following review and discussion Dr. Kerstner moved, seconded by Ms. Britton, to recommend to the Board to deny the appeal based on not meeting requirements in work experience and clinical supervision. The motion passed unanimously. Ms. O'Connor recused from the vote.

4. Eric Putnam

Members reviewed information regarding the appeal.

The applicant appeared and addressed the committee.

Following review and discussion Ms. O'Connor moved, seconded by Ms. Britton, to recommend to the Board to deny the appeal based on continued curriculum deficiencies. The motion passed unanimously.

5. *Janet Van Winkle*

Members reviewed information regarding the appeal.

The applicant appeared and addressed the committee.

Following review and discussion Ms. O'Connor moved, seconded by Ms. Britton, to accept FT 0556 Research in Family Therapy for Research and program evaluation and to recommend to the Board to deny the appeal based on continued curriculum deficiencies. The motion passed unanimously.

6. *Ezzard Brown*

Members reviewed information regarding the appeal.

The applicant was properly noticed, but did not appear.

Following review and discussion Ms. Britton moved, seconded by Dr. Kerstner to recommend to the Board to deny the appeal based on continued curriculum deficiencies and failure to establish a 60 semester hour degree. The motion passed unanimously.

7. *Breanna Mylius*

Members reviewed information regarding the appeal.

The applicant and Patricia Hernandez, Director, Graduate Studies in Counseling from Ottawa University, appeared and addressed the committee.

Following review and discussion Ms. Britton moved, seconded by Ms. O'Connor, to recommend to the Board to approve Breanna Mylius as a Licensed Associate Counselor upon receipt of an acceptable practicum verification including clock hours, and receipt of a passing score on the required exam, and the required license issuance fee.

The Committee took a break for lunch at 11:58 a.m., reconvening its public meeting at 12:47 p.m.

Ms. Britton moved, seconded by Ms. O'Connor, to recommend to the Board to approve Matthew King as Licensed Professional Counselor upon receipt of the required license issuance fee. The motion passed unanimously

Ms. O'Connor moved, seconded by Dr. Kerstner, to recommend to the Board to approve Susan Gillis, Sherri Felton, Scott Davis, and Dwan Montgomery as Licensed Professional Counselors by endorsement upon receipt of the required license issuance fee. The motion passed unanimously.

Ms. O'Connor moved, seconded by Ms. Britton, to recommend to the Board to approve Janel Whitherspoon, Meghan Martinez, and Adena Bowen as Licensed Associate Counselors upon receipt of a passing score on the required exam and the required license issuance fee. The motion passed unanimously.

Dr. Kerstner moved, seconded by Ms. Britton, to recommend to the Board to approve Karyn Romo and Erica Evans as Licensed Associate Counselors upon receipt of the required license issuance fee. The motion passed unanimously.

Dr. Kerstner moved, seconded by Ms. O'Connor, to recommend to the Board to approve Gabrielle Loomis as a Licensed Associate Substance Abuse Counselor upon receipt of a passing score on the required exam and the required license issuance fee. The motion passed unanimously.

Dr. Kerstner moved, seconded by Ms. Britton, to recommend to the Board to approve Christa Griffin as a Licensed Associate Counselor upon receipt of a favorable fingerprint report and the required license issuance fee. The motion passed unanimously.

Ms. O'Connor moved, seconded by Dr. Kerstner, to recommend to the Board to deny Pepper Bridgens, Ilene Smith, and Jane Gerlica based on their failure to establish that they meet minimum requirements in education and/or supervised work experience. The motion passed unanimously.

Ms. O'Connor moved, seconded by Dr. Kerstner, to recommend to the Board to deny Judith Nelson, Corey Bush, and Rose Oplinger based on their failure to establish that they meet minimum requirements by endorsement. The motion passed unanimously.

Following review, members requested additional information on the following applications:

Kelsey Jones	Tony Ledbetter	Kerry Taylor	Michelle Couture
Carrie Tremble	Elizabeth Menard	Victoria Hamouz	Charity Nothan-James
Gabrielle Loomis	Brandon Chatfield	Brandy Stuhan	Gayna Rowe
Jeannie Bennett	Jameshia Sykes	Brandon Jones	Brittany Canfield

13. Applications for educational programs: review, consideration and possible action.

None

14. Future agenda items

None

15. Call for public comment

No one was present to respond to the call for public comment.

16. Establishment of future meeting dates

Following review and discussion, members agreed to schedule an additional meeting in March to review files.

The next meetings are scheduled for Friday March 11, 2016, at 10:00 a.m., and Thursday, March 24, 2015, at 9:00 a.m., at 3443 North Central Avenue, Room 1705.

17. Adjournment

Ms. O'Connor moved, seconded by Dr. Kerstner, to adjourn. The motion passed unanimously and the meeting was adjourned at 5:37 p.m.

Janet O'Connor
Secretary/Treasurer

Date