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BOARD OF BEHAVIORAL HEALTH EXAMINERS  
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DOUGLAS A. DUCEY  
Governor

TOBI ZAVALA  
Executive Director

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COUNSELING ACADEMIC REVIEW COMMITTEE MEETING MINUTES  
Thursday, January 28, 2016

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

Staff Present: Tobi Zavala, Executive Director; Marc Harris, A.A.G.; Donna Dalton, Deputy Director; Elma Brambila, Credentialing Specialist

**1. Call to Order**

The meeting was called to order on January 28, 2015, at 9: 09 a.m., with Dr. Kerstner presiding.

**2. Roll Call**

See above.

**3. Review and Approval of Minutes**

Ms. Britton moved, seconded by Ms. O'Connor, to approve the December 18, 2015, general meeting minutes as submitted. The motion passed unanimously.

Ms. O'Connor moved, seconded by Ms. Britton, to approve the December 18, 2015, executive session 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.**

Mr. Harris provided information regarding recusals and conflicts of interest.

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

None

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

A. *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 extensions and inactive status**

Ms. Britton moved, seconded by Dr. Kerstner, to approve the consent agenda as presented granting 60-day extensions to Jessie DeVerna and Diane Pedretti. The motion passed unanimously.

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

Ms. Britton 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 Jamie Jeffrey, Rebecca Lutz, Christa Crohurst, Jennifer Salas, Dolores Fair, Melissa Evans Greene, Cornelia Moore, Alana Brunacini, Kristina Meyers and Kristin Yates. The motion passed unanimously.

**11. Inactive status extension, exam extension/accommodation requests: review, consideration and action**

None

**12. Applications for licensure: review, consideration and action**

Appeals

1. *Diana Martorana*

Members reviewed information regarding the appeal.

The applicant was properly noticed, but did not appear.

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

2. *Shelby Schrader*

Members reviewed information regarding the appeal.

The applicant and her attorney, Gregory Harris, appeared and addressed the committee.

Ms. Schrader requested to change the level of her LPC application to LAC by examination.

Following review and discussion by members, Ms. O'Connor moved, seconded by Ms. Britton, to accept PSY 506 Psychopathology and Personality and PSY 612 Individual Assessment Personality for Assessment, PSY 507 Research Methods I for Research and program evaluation, verification of practicum, and to recommend to the Board to deny the appeal based on the degree being 52 semester credit hours. The motion passed unanimously. Dr. Kerstner recused from the vote.

3. *Bianca Mocha*

Members reviewed information regarding the appeal.

The applicant appeared and addressed the committee.

Following review and discussion by members, Ms. O'Connor moved, seconded by Ms. Britton, to accept PSY 795 Introduction to Assessment for Assessment, PSY 760 Counseling and Psychotherapy Methods for Helping relationship, PSY 769 Intermediate Statistics for the Social and Behavioral Sciences for Research and program evaluation, and to recommend to the Board to deny the appeal based on deficiencies in Social and cultural diversity, Career development and practicum. The motion passed unanimously.

4. *Sheila Adams*

Members reviewed information regarding the appeal.

The applicant was properly noticed, but did not appear.

Following review and discussion by members, Ms. O'Connor moved, seconded by Ms. Britton, to accept HS 500 Helping Relationships and HS 528 Applied Counseling Theory for Helping

relationship and HS 585 Career Counseling for Career development, and to recommend to the Board to deny the appeal based deficiencies in Professional orientation and ethical practice, Social and cultural diversity, Research and program evaluation and Practicum. The motion passed unanimously.

5. *Cindy Montgomery*

Members reviewed information regarding the appeal.

The applicant addressed the committee telephonically.

Following review and discussion by members, Ms. O'Connor moved, seconded by Dr. Kerstner, to accept CPSY 423 Theories of Counseling for Helping relationship, RMTD 400 Introduction to Research Methodology for Research and program evaluation, and to recommend to the Board to deny the appeal based a deficiency under practicum. The motion passed unanimously.

6. *Kimberly Hamlin (Tavar)*

Members reviewed information regarding the appeal.

The applicant was properly noticed, but did not appear.

Following review and discussion by members, Ms. O'Connor moved, seconded by Dr. Kerstner, to deny the appeal based on deficiencies in Human growth and development and Helping relationship. The motion passed unanimously.

7. *Rique Pineda*

Members reviewed information regarding the appeal.

The applicant addressed the committee telephonically.

Following review and discussion by members, Dr. Kerstner moved, seconded by Ms. Britton, to deny the appeal based on a deficiency in Assessment. The motion passed unanimously.

8. *Alexandra House*

Members reviewed information regarding the appeal.

The applicant and her attorney, Larry Cohen, appeared and addressed the committee.

Dr. Kerstner moved, seconded by Ms. Britton, to recommend to the Board to approve Alexandra House as a Licensed Professional Counselor upon receipt of an acceptable practicum verification including required clock hours and receipt of the required license issuance fee. The motion passed unanimously.

9. *Cody Bayless*

Members reviewed information regarding the appeal.

The applicant was properly noticed, but did not appear.

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

*The committee broke to review files at 1:30 p.m., reconvening its public meeting at 4:29 p.m.*

Ms. O'Connor moved, seconded by Ms. Britton, to recommend to the Board to approve the following 22 applicants as Licensed Professional Counselors upon receipt of the required license issuance fee:

Russell Silverberg	Dolores Fair	Erica Sims	Aaron Rasband
Vanessa Mills	Crystal Contreras	Kristina Meyers	Sarah Thomas-Dewildt
Jennifer Salas	Valorie Roy	Sarah Padilla	Quoc Luc
Angela White	Rosa Ruales	Jamie Jeffery	Ray Young
Jennifer Noto	Lori Kidd	Samantha Prince	Shari Gootter
Cody Bayles	Diana Martorana		

The motion passed unanimously.

Ms. Britton moved, seconded by Ms. O'Connor, to recommend to the Board to approve Tara Catanzaro as a Licensed Associate Counselor 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 deny Samuel Hardwig and Mari Oxentenko based on failure to meet minimum requirements. The motion passed unanimously.

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

- Jeanne Brown

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

*A. University of Arizona MC*

Dr. Kerstner moved, seconded by Ms. O'Connor, to recommend to the Board to approve the Master of Arts in Counseling with a specialty in School Counseling. The motion passed unanimously.

*B. Grand Canyon University 2013 MC*

Dr. Kerstner and Ms. O'Connor recused from the matter based on their involvement with teaching at the university and/or development of the program.

Review of the curriculum in the degree will be scheduled for a different Academic Review Committee.

**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**

The next meeting is scheduled for Friday, February 26, 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 4:32 p.m.

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Janet O'Connor  
Secretary/Treasurer

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Date