



STATE OF ARIZONA  
BOARD OF BEHAVIORAL HEALTH EXAMINERS  
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JANICE K. BREWER  
Governor

DEBRA RINAUDO  
Executive Director

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COUNSELING CREDENTIALING COMMITTEE MEETING MINUTES  
Friday, November 22, 2013

Members Present: Yvonne Fortier, Don DeValle, Jeri Shields, Bob Rhoton

Staff Present: Tobi Zavala, Assistant Director, Elma Brambila, Mary Wilson

**1. Call to Order**

The meeting was called to order on November 22, 2013, at 9:05 a.m., with Ms. Fortier presiding.

**2. Roll Call**

See above.

**3. Review and Approval of Minutes**

Ms. Shields moved, seconded by Mr. Rhoton, to approve the October 25, 2013, 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.

*B. Discussion regarding application review process*

No report.

*C. Review, consideration and action regarding implementation of SB1374*

Members were provided a memo explaining the Board's actions to implement the new requirements of SB 1374.

*D. Review, consideration and action regarding the term 'applicable' as used in SB1374*

Ms. Zavala provided information regarding the use of the term 'applicable' in SB1374.

Mr. Rhoton moved, seconded by Ms. Shields, to recommend to the Board that 'applicable' means a master or higher degree in a behavioral or mental health field with the inclusion of a clinical practicum. The motion passed unanimously.

*E. Medical Board article and Ombudsman's Report*

Tabled

**6. Board, committee and subcommittee reports (discussion and possible action)**

No report

**7. National and regional trends and news regarding the profession(s)**

None

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

None

9. **Consent agenda: review, consideration and action regarding requests for extensions and inactive status**  
Mr. DeValle moved, seconded by Mr. Rhoton, to approve the consent agenda as reviewed by Mr. De Valle granting 60-day extensions to Beth Strauss, Alicia Goodman, Erin Hopper, Louis Sweet and Kallie Flueckiger and inactive status to Heather Truschel, Suzanne Fink, Michelle Hogan and Sherrie Fielder. The motion passed unanimously.

10. **Inactive status extension, exam extension/accommodation requests: review, consideration and action**  
None

11. **Applications for reassessment: review, consideration and action**  
None

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

Independent Contractor

*A. Carah Elizabeth (Community Connections)*

Mr. Rhoton recused himself from all matters involving the applicant as she attended Ottawa.

Members reviewed information submitted in support of the work experience acquired as an independent contractor.

Following review and discussion, Mr. DeValle moved, seconded by Ms. Fortier, to recommend to the Board to deny the work experience acquired at Community Connections as an independent contractor based on the applicant's failure to establish that she was under direct supervision, that she was required to comply with the agency's clinical policies and procedures, that all client records belong to the agency and will remain at the agency upon termination of the contract, the consent to treat is missing A.A.C. R4-6-1101(2)(g) consequences of stopping treatment, there is no treatment plan and no progress notes. The motion passed unanimously. Mr. Rhoton was recused from the vote.

*B. Carah Elizabeth (Sequel Care)*

Mr. Rhoton recused himself from all matters involving the applicant as she attended Ottawa.

Members reviewed information submitted in support of the work experience acquired as an independent contractor.

Following review and discussion, Ms. Fortier moved, seconded by Ms. Shields, to recommend to the Board to deny the work experience acquired at Sequel Care as an independent contractor based on no clinical supervision notes were provided, the applicant has not established that she was under direct supervision, the consent for treatment does not have elements A.A.C. R4-6-1101(2)(f) and (g) consequences of refusal, and no progress notes were submitted. The motion passed unanimously. Mr. Rhoton recused from the vote.

*C. Carah Elizabeth (Mental Wellness)*

Mr. Rhoton recused himself from all matters involving the applicant as she attended Ottawa.

Members reviewed information submitted in support of the work experience acquired as an independent contractor.

Following review and discussion, Ms. Fortier moved, seconded by Mr. DeValle, to recommend to the Board to deny the work experience acquired at Mental Wellness as an independent contractor based on the consent to treat missing elements A.A.C. R4-6-1101(2)(g) and (h), the treatment plan missing elements A.A.C. R4-6-1102(1)(c)(e) and (f), and the progress notes are missing element A.A.C. R4-6-1103(H)(4), and two of the clinical supervision notes are signed and dated by the clinical supervisor prior to the session occurring. The motion passed unanimously. Mr. Rhoton was recused from the vote.

*The committee took a break at 10:25 a.m., reconvening its public meeting at 10:35 a.m.*

Independent Clinical Supervisor

A. *Carah Elizabeth (Michael Munion, LPC)*

Mr. Rhoton recused himself from all matters involving the applicant as she attended Ottawa.

Members reviewed information submitted in support of the independent clinical supervisor.

Following review and discussion, Mr. DeValle moved, seconded by Ms. Shields, to recommend to the Board to deny the independent clinical supervisor based on failure to establish that the clients were advised that the supervisor would have access to their confidential records. The motion passed unanimously. Mr. Rhoton was recused from the vote.

B. *Elizabeth Haslam (Laurie Walker, LCSW)*

Members reviewed information submitted in support of the independent clinical supervisor.

Ms. Shields moved, seconded by Mr. Rhoton, to accept Laurie Walker as an independent clinical supervisor. The motion passed unanimously.

School Counselor

A. *Elizabeth Haslam (Prescott Unified School District)*

Members reviewed information submitted in support of the work experience acquired as a school counselor.

Following review and discussion, Ms. Fortier moved, seconded by Mr. Rhoton, to recommend to the Board to deny the work experience acquired as a school counselor based on the progress notes not meeting minimum requirements pursuant to A.A.C. R4-6-1103(H)(4). The motion passed unanimously.

Appeals

A. *Brooke Swisher*

Mr. Rhoton recused himself from all matters involving the applicant.

Members reviewed information submitted in support of the appeal.

Following review and discussion, Ms. Fortier moved, seconded by Ms. Shields, to recommend to the Board to deny the appeal based on the following curriculum deficiencies:

- 3 semester credit hours inhuman Growth & Development
- 1.5 semester credit hours in Career Development & Counseling
- 1.5 semester credit hours in Chemical Dependency Counseling
- Accept the practicum upon receipt of the original transcript

The motion passed unanimously. Mr. Rhoton was recused from the vote.

B. *Lisa Keller*

Members reviewed information submitted in support of the appeal.

The applicant addressed the committee telephonically.

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

C. *Joshua Reynolds*

Members reviewed information submitted in support of the appeal.

The applicant was properly noticed, but did not appear.

Following review and discussion, Mr. Rhoton moved, seconded by Ms. Fortier, to recommend to the Board to deny the appeal based on the reasons previously stated. The motion passed unanimously.

D. *Branden Mott*

Tabled

*E. Ted Mullen*

Ms. Shields recused herself from all matters involving Mr. Mullen.

Members reviewed information submitted in support of the appeal.

The applicant's attorney, Ken Schutt, appeared in person and addressed the committee.

Following review and discussion, Mr. Rhoton moved, seconded by Mr. DeValle, to recommend to the Board to deny the appeal based on the reasons previously stated. The motion passed unanimously. Ms. Shields was recused from the vote.

*F. Don Vogt*

Mr. DeValle recused himself from all matters involving Mr. Vogt.

Members reviewed information submitted in support of the appeal.

The applicant addressed the committee telephonically.

Following review and discussion, Mr. Rhoton moved, seconded by Ms. Fortier, to recommend to the Board to deny the appeal based on continuing curriculum deficiencies. The motion passed unanimously. Mr. DeValle was recused from the vote.

*G. Shauna Brown*

Members reviewed information submitted in support of the appeal.

The applicant appeared in person and addressed the committee.

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

*The committee reviewed files from 11:43 a.m., reconvening its public meeting at 4:01 p.m.*

Ms. Fortier moved, seconded by Mr. Rhoton, to recommend to the Board to approve the following 8 applicants as Licensed Professional Counselors upon receipt of the required license issuance fee:

Shauna Brown	Lorencita Villegas	Amna Gilmore	Monica Garfias
Lisa Keller	Sharon Chambers	Chante Pantila	Sandra Lehmann

The motion passed unanimously.

Ms. Fortier moved, seconded by Ms. Shields, to recommend to the Board to approve Misty Adame as a Licensed Professional Counselor upon receipt of the required license issuance fee. The motion passed unanimously. Mr. Rhoton was recused from the vote.

Ms. Fortier moved, seconded by Mr. Rhoton, to recommend to the Board to approve Amanda Allbee, Jared Crouse and Alexandria Delash as Licensed Associate Counselors upon receipt of a passing score on the required exam and the license issuance fee. The motion passed unanimously.

Ms. Fortier moved, seconded by Mr. DeValle, to recommend to the Board to approve the following 14 applicants as Licensed Associate Counselors upon receipt of the required license issuance fee:

Lynnette Pina	Joyous Thayer	Rosano Huerta	Janell Dickson
Sharli Berry	Nora Guerrero	Azure Adams	Lesley Krickler
Bianca Ibarra	Gareth Serrano	Adrienne Horne	Christine Toel
Monica Carillo	Maria Valtierra		

The motion passed unanimously.

Ms. Fortier moved, seconded by Mr. Rhoton, to recommend to the Board to deny the following 7 applicants based on their failure to establish that they meet minimum requirements in education and/or supervised work experience:

Lorena Guerra	Zoe Leonard	Danielle Kim	Susanne Costello
Maria Cholley	Meghan Meyerson	Elizabeth Haslam	

The motion passed unanimously.

Ms. Fortier moved, seconded by Mr. DeValle, to recommend to the Board to deny Carah Elizabeth based on her failure to establish that she meets minimum requirements in education and/or supervised work experience. The motion passed unanimously. Mr. Rhoton was recused from the vote.

Ms. Fortier moved, seconded by Ms. Rhoton, to recommend to the Board to license Roxanne Domek as a Licensed Professional Counselor by endorsement upon receipt of the required license issuance fee and the Board's decision regarding applicable degrees. The motion passed unanimously.

Ms. Fortier moved, seconded by Mr. DeValle, to recommend to the Board to deny the following 5 applicants for licensure based on their failure to establish they meet minimum requirements by endorsement pending the Board's decision regarding applicable degrees:

Barbara Hatton	Deborah Rogers	Dana Taplin
Glenda Georgens	Suellen Dicker	

The motion passed unanimously.

Ms. Fortier moved, seconded by Mr. Rhoton, to recommend to the Board to approve the following 5 applicants as Licensed Associate Counselors upon receipt of a passing score on the required exam, receipt of the required license issuance fee and the Board's disposition of the background investigation:

Michelle Cermak	Efron Hollis	Amy Rubin
Ann Iverson	Bambi Denton	

The motion passed unanimously.

Ms. Fortier moved, seconded by Mr. Rhoton, to recommend to the Board to approve Asya Perkins, Christian Vasquez and Kyle Newkirk as Licensed Associate Counselors upon receipt of the required license issuance fee and the Board's disposition of the background investigation. The motion passed unanimously.

Ms. Fortier moved, seconded by Mr. DeValle, to recommend to the Board to approve Susanne Nigro as a Licensed Professional Counselor upon receipt of the required license issuance fee and the Board's disposition of the background investigation. The motion passed unanimously.

Ms. Fortier moved, seconded by Mr. DeValle, to recommend to the Board to deny Natalie George based on her failure to meet minimum licensure requirements and to reserve the right to review the background issues if she qualifies for licensure in the future. The motion passed unanimously.

**13. Future agenda items**

None

**14. Call for public comment**

No one responded to the call for public comment.

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

The next meeting is scheduled for Wednesday, December 18, 2013, at 9:00 a.m., at 3443 North Central Avenue, Room 908.

**16. Adjournment**

Ms. Fortier moved, seconded by Mr. DeValle, to adjourn. The motion passed unanimously and the meeting was adjourned at 4:05 p.m.

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Don De Valle  
Secretary/Treasurer

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Date