



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

TOBI ZAVALA  
Interim Executive Director

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MARRIAGE AND FAMILY THERAPY CREDENTIALING COMMITTEE MEETING MINUTES  
Wednesday, July 9, 2014

Members Present: Gloria Gabler, Mary Doyle, Wendy Lehnertz, Patricia Dobratz, Jessica Thomas

Staff Present: Tobi Zavala, Interim Executive Director; Donna Dalton, Assistant Director; Elma Brambila, Credentialing Specialist; Mary Wilson

1. **Call to Order**

The meeting was called to order on July 9, 2014, at 9:03 a.m. with Ms. Doyle presiding.

2. **Roll Call**

See above.

3. **Review and Approval of Minutes**

Ms. Doyle moved, seconded by Dr. Gabler, to approve the general meeting minutes from the June 11, 2014, meeting as submitted. The motion passed unanimously.

4. **Report from the Chair: items for review, consideration and action**

No report.

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

A. *General agency operations*

No report

B. *Application review processes*

Ms. Zavala requested that the committee be more specific on the reasons for denial of curriculum. The specificity will make it clearer for staff and applicants.

C. *Implementation of SBI374 Update*

No report.

6. **Committee reports/matters**

A. *Rules Subcommittee*

a. *AzAMFT recommendations*

Ms. Dalton provided information regarding the recommendations made by AzAMFT.

Following review and discussion, Ms. Lehnertz moved, seconded by Ms. Thomas, to accept a minimum of 120 hours of clinical supervision addressing couples and families issues from a LMFT, and the remaining 80 hours of clinical supervision can be from an LMFT, LPC, LCSW, or licensed psychologist. The motion carried with Ms. Doyle opposed.

b. *Update*

Ms. Dalton provided an update regarding the work of the subcommittee.

7. **National and regional news regarding the profession**

None

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

None

**9. Review, consideration and action regarding applications for reassessment**

None

**10. Review, consideration and action of consent agenda for applications for deficiency extensions and inactive status**

Following review and discussion, Ms. Thomas moved, seconded by Dr. Gabler, to approve the consent agenda as reviewed by Ms. Lehnertz, granting inactive status to Jennifer Curran and Carol Fitzsimmons. The motion passed unanimously.

**11. Review, consideration and action of requests for exam accommodations and inactive extensions**

None

**12. Review, consideration and action regarding applications for licensure**

*Jacqueline Shelton-Raftery, LAMFT applicant*

Ms. Doyle moved, seconded by Ms. Thomas, to rescind this committee's September 11, 2013, motion to recommend to the Board to deny the application at the informal meeting. The motion passed unanimously.

**Outside Clinical Supervisor**

*Sandra Hassel (Shelly Tait, LMFT)*

Members reviewed information submitted in support of the clinical supervisor.

Following review and discussion, Dr. Gabler moved, seconded by Ms. Doyle, to deny the outside supervisor based on failure to establish that the supervisor had access to clinical records to monitor documentation. The motion passed unanimously.

**Appeals**

A. *Debra Timberlake*

Members reviewed information submitted in support of the appeal.

The applicant appeared in person and addressed the committee.

Following review and discussion by members, Ms. Lehnertz moved, seconded by Ms. Doyle, to accept the practicum and deny the appeal based on continued deficiencies in Marriage and Family Studies as follows; GP6103 and GP6112 are basic psychoanalytical courses, not from a system theories perspective. The motion passed unanimously.

B. *Stefanie Carnes*

Members reviewed information submitted in support of 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 10:02 a.m., reconvening its public meeting at 10:43 a.m.*

The committee went on record at 10:43 a.m. to hear an appeal.

*The committee broke to review files at 11:10 a.m., reconvening its public meeting at 11:27 a.m.*

Dr. Gabler moved, seconded by Ms. Thomas, to recommend to the Board to license Charise Schwertfeger as a Licensed Marriage and Family Therapist upon receipt of the required license issuance fee. The motion passed unanimously. Ms. Doyle and Ms. Dobratz recused from the vote.

Ms. Doyle moved, seconded by Ms. Thomas, to recommend to the Board to license Gary Tupper as a Licensed Marriage and Family Therapist upon receipt of the required license issuance fee. The motion passed unanimously.

Ms. Lehnertz moved, seconded by Ms. Doyle, to recommend to the Board to license Jacquelyn Shelton-Raftery and Stefanie Carnes as Licensed Associate Marriage and Family Therapists upon receipt of a passing score on the required exam and the required license issuance fee. The motion passed unanimously.

Ms. Thomas moved, seconded by Dr. Gabler, to recommend to the Board to deny Sandra Hassel, Tara Boswell and Robin Johnson based on failure to meet minimum requirements. The motion passed unanimously.

Dr. Gabler moved, seconded by Dr. Doyle, to recommend to the Board to deny Jeanette Arnold based on her failure to meet minimum requirements by endorsement. The motion passed unanimously.

Ms. Thomas moved, seconded by Ms. Doyle, to recommend to the Board to deny the appeal of Scott Larson based upon not having a stand-alone individualized treatment plan to meet the requirements of A.A.C. R4-6-1102. The motion passed unanimously.

Ms. Doyle moved, seconded by Dr. Gabler, to recommend to the Board to license Gary Breuer, Amber Carmichael and Jascelyn Revland as Licensed Professional Counselors by endorsement upon receipt of the required license issuance fee. The motion passed unanimously.

Ms. Lehnertz moved, seconded by Ms. Thomas, to recommend to the Board to license Robert Nagan as a Licensed Professional Counselor upon receipt of a passing score on the required exam and the required license issuance fee. The motion passed unanimously.

Ms. Doyle moved, seconded by Dr. Gabler, to recommend to the Board to license Dawn Malinsky and Kenneth Walsh as Licensed Associate Counselors upon receipt of the required license issuance fee. The motion passed unanimously.

**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 date(s)**

The next meeting is scheduled for September 10, 2014, at 9:00 a.m. at 3443 North Central Avenue, 9<sup>th</sup> floor.

**17. Adjournment**

Ms. Thomas moved, seconded by Ms. Doyle, to adjourn. The motion passed unanimously and the meeting was adjourned at 11:31 a.m.

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Wendy Lehnertz  
Secretary/Treasurer

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Date