



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

DEBRA RINAUDO  
Executive Director

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SUBSTANCE ABUSE CREDENTIALING COMMITTEE MEETING MINUTES  
Thursday, July 18, 2013

Members present: Nikole Hintz-Lyon, Gerald Szymanski  
Members by phone: Kirk Bowden  
Members absent: Cynthia Pio-Padilla  
Staff present: Elma Brambila, Mary Wilson

1. **Call to Order**

The meeting was called to order on July 18, 2013, at 9:05 a.m. with Mr. Szymanski presiding.

2. **Roll Call**

See above.

3. **Review and Approval of Minutes**

Mr. Szymanski moved, seconded by Dr. Bowden, to approve the February 1, 2013, general meeting minutes as submitted. The motion passed unanimously. Ms. Hintz-Lyon abstained from the vote.

Ms. Hintz-Lyon moved, seconded by Dr. Bowden, to approve the March 21, 2013, general meeting minutes as submitted. The motion passed unanimously. Mr. Szymanski abstained from the vote.

Ms. Hintz-Lyon moved, seconded by Dr. Bowden, to approve the March 21, 2013, 10:03 a.m. executive session minutes as submitted. The motion passed unanimously. Mr. Szymanski abstained from the vote.

Ms. Hintz-Lyon moved, seconded by Dr. Bowden, to approve the March 21, 2013, 10:28 a.m. executive session minutes as submitted. The motion passed unanimously. Mr. Szymanski abstained from the vote.

Mr. Szymanski moved, seconded by Ms. Hintz-Lyon, to approve the May 16, 2013, general meeting minutes as submitted. The motion passed unanimously. Dr. Bowden abstained from the vote.

The June 20, 2013, general meeting minutes were tabled due to lack of quorum.

4. **Review, consideration and action of complaints and other disciplinary matters**

*Pending complaints represent unproven allegations. On investigation, many complaints are found to be without merit or not of sufficient seriousness to merit disciplinary action against the licensee and are dismissed. Action by the committee on all disciplinary matters is a recommendation only. All final decisions are made by the Board.*

None

5. **Report from the Chair and items for review, consideration, and possible action**

No report

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

A. *General Agency Operations*

No report.

*B. Discussion regarding application review process requirements*  
No report.

*C. Member discussion regarding paperless system for meeting materials*  
No report.

*D. Election of Secretary*

Dr. Bowden moved, seconded by Ms. Hintz-Lyon, to nominate Mr. Szymanski to serve as Secretary. The motion passed unanimously.

**7. Board, committee and subcommittee reports (discuss and possible action)**

No report.

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

None

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

*A. Mario Sanchez (Valerie Gurule-Duran, LPC-CO)*

Members reviewed information submitted in support of the request for a supervisor exemption.

Following review and discussion, Ms. Szymanski moved, seconded by Dr. Bowden, to approve the request for a supervisor exemption for hours provided by Valerie Gurule-Duran, LPC. The motion passed unanimously.

*B. Ronald Schramm (Andrew Stropko, PhD)*

Members reviewed information submitted in support of the request for a supervisor exemption.

Following review and discussion, Ms. Szymanski moved, seconded by Dr. Bowden, to approve the request for a supervisor exemption for hours provided by Andrew Stropko, PhD. The motion passed unanimously.

**10. Applications for renewal: review, consideration and action**

None

**11. Consent agenda: review, consideration and action regarding requests for extensions and inactive status**

Ms. Hintz-Lyon moved, seconded by Dr. Bowden, to approve the consent agenda as reviewed by Ms. Pio-Padilla, granting inactive status to James Foote and Ronald Schramm. The motion passed unanimously.

**12. Applications for inactive extension requests: review, consideration and action**

*A. Ann Satori, Inactive extension request*

Members reviewed information submitted in support of the request for an extension of inactive status.

Following review and discussion, Ms. Hintz-Lyon moved, seconded by Dr. Bowden, to approve the request for an extension to inactive status based on good cause. The motion passed unanimously.

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

Appeals

*A. Shareef Muhammad (LISAC)*

Members received information submitted in support of the appeal.

The applicant was properly noticed, but did not appear.

Following review and discussion, Ms. Hintz-Lyon moved, seconded by Dr. Bowden, to deny the appeal based on the supervisor not having the required training and failure to establish supervised hours in diagnosis. The motion passed unanimously.

*B. Shareef Muhammad (LPC)*

Members received information submitted in support of the appeal.

The applicant was properly noticed, but did not appear.

Following review and discussion, Ms. Hintz-Lyon moved, seconded by Dr. Bowden, to deny the appeal based on the supervisor not having the required training and failure to establish supervised hours in diagnosis. The motion passed unanimously.

*C. Tiffany Green*

Members received information submitted in support of the appeal.

The applicant appeared telephonically and addressed the committee.

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

*The committee reviewed files from 9:28 a.m. through 11:12 a.m.*

Dr. Bowden moved, seconded by Ms. Hintz-Lyon, to approve Xavier Jenkins as a Licensed Associate Substance Abuse Counselor upon receipt of a passing score on the required exam and the license issuance fee. The motion passed unanimously.

Dr. Bowden moved, seconded by Ms. Hintz-Lyon, to recommend to the Board to approve Tiffany Green and Joseph Holguin as Licensed Associate Substance Abuse Counselors upon receipt of the required license issuance fee. The motion passed unanimously.

Dr. Bowden moved, seconded by Ms. Hintz-Lyon, to recommend to the Board to approve Mario Sanchez and Ronald Schramm as Licensed Independent Substance Abuse Counselors upon receipt of the required license issuance fee. The motion passed unanimously.

Dr. Bowden moved, seconded by Ms. Hintz-Lyon, to recommend to the Board to deny John Reed based on failure to meet minimum licensure requirements. The motion passed unanimously.

**14. Future agenda items**

None

**15. Call for public comment**

No one asked to speak in response to the call for public comment.

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

The next meeting is scheduled for August 15, 2013, at 9:00 a.m. at 3443 North Central, Room 908.

**17. Adjournment**

Dr. Bowden moved, seconded by Ms. Hintz-Lyon, to adjourn. The motion passed unanimously and the meeting was adjourned at 11:14 a.m.

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Gerald Szymanski  
Secretary/Treasurer

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Date