



STATE OF ARIZONA  
BOARD OF BEHAVIORAL HEALTH EXAMINERS  
3443 NORTH CENTRAL AVENUE, SUITE 1700  
PHOENIX, AZ 85012  
PHONE: 602.542.1882 FAX: 602-364-0890  
Website: [www.az.gov](http://www.az.gov)  
Website: [www.azbbhe.us](http://www.azbbhe.us)  
E-mail address: [information@azbbhe.us](mailto:information@azbbhe.us)

JANICE K. BREWER  
Governor

DEBRA RINAUDO  
Executive Director

SOCIAL WORK CREDENTIALING COMMITTEE MEETING MINUTES  
Friday, February 11, 2011

Members Present: Douglas Mitchell, Stephen Lankton, Cedric Davis (in at 9:05 a.m.), Vicki Dawson, Karla Foltz

Staff Present: Debra Rinaudo, Marc Harris, A.A.G., Elma Brambila

**1. Call to Order**

The meeting was called to order on February 11, 2011, at 9:03 a.m. with Mr. Mitchell presiding.

**2. Roll Call**

See above.

**3. Review and Approval of Minutes**

Mr. Lankton moved, seconded by Ms. Dawson, to approve the general meeting minutes from the January 14, 2011, meeting as submitted. The motion passed unanimously. Ms. Foltz abstained from the vote.

Mr. Lankton moved, seconded by Ms. Dawson, to approve the 9:38 a.m. executive session minutes from the January 14, 2011, meeting as submitted. The motion passed unanimously. Ms. Foltz abstained from the vote.

Mr. Lankton moved, seconded by Ms. Dawson, to approve the 11:10 a.m. executive session minutes from the January 14, 2011, meeting as submitted. The motion passed unanimously. Ms. Foltz abstained from the vote.

**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.*

A. 2010-0081, Janice Neely, LCSW-2259

Ms. Rinaudo summarized the results of the Board's background investigation.

The complainant was properly noticed, but did not appear.

The professional appeared in person and addressed the committee.

Following review and discussion by members, Mr. Lankton moved, seconded by Mr. Mitchell, to find the following violations:

- A.R.S. §32-3251(12)(l), any conduct, practice or condition that impairs the ability of the licensee to safely and competently practice the licensee's profession.
- A.R.S. § 32-3251(12) (p), failing to conform to minimum practice standards as developed by the Board, as it relates to:
  - A.A.C. R4-6-1101, Consent for Treatment
  - A.A.C. R4-6-1102, Treatment Plan
  - A.A.C. R4-6-1101, Confidentiality

Following further discussion, Mr. Mitchell moved, seconded by Ms. Foltz, to recommend to the Board to offer the professional a consent agreement that stipulates the following:

- The professional's license will be placed on probation
- Within 12 months, the professional shall complete 6 clock hours of the NASW Staying Out of Trouble or an equivalent course
- Within 12 months the professional shall complete a pre-approved 3-semester credit hour graduate level ethics course
- The professional shall submit a practice termination plan and close her private practice within 60 days
- The professional shall complete 12 months of supervised work experience limited to the practice of psychotherapy in an agency licensed by the Office of Behavioral Health licensure
- While on probation, the professional shall only practice psychotherapy in an agency licensed by the Office of Behavioral Health licensure
- While on probation, the professional is prohibited from providing supervision to anyone seeking independent licensure
- The professional is prohibited from engaging in any type of private practice while on probation

The motion passed unanimously.

*The committee took a break at 10:10 a.m., reconvening its public meeting at 10:19 a.m.*

*B. 2010-0076, Kim McDonald, LMSW-10080 and LISAC-10088*

Ms. Rinaudo summarized the results of the Board's background investigation.

The complainant appeared and was available for questions.

The professional appeared in person and addressed the committee.

Following review and discussion by members, Ms. Dawson moved, seconded by Dr. Davis, to find the following violations:

- A.R.S. § 32-3251(12) (n), failing to comply with any rule adopted by the Board, as it relates to:
  - A.R.S. § 32-3292(B): A licensed master social worker shall only engage in clinical practice under supervision as prescribed by the Board
  - A.A.C. R4-6-405(A): a licensed master social worker shall only engage in the practice of clinical social work under direct supervision
  - A.A.C. R4-6-101(25): "Direct Supervision" means immediate responsibility and oversight for all services provided by a supervisee
  - A.A.C. R4-6-210(2): A supervisee may not acquire supervised work experience in a professional setting which the supervisee operates or manages or in which the supervisee has an ownership interest
  - A.A.C. R4-6-211 (A)(1): A direct supervisor must be employed by the same entity as the supervisee
- A.R.S. § 32-3251(12) (p), failing to conform to minimum practice standards as developed by the Board, as it related to:
  - A.A.C. R4-6-1101 Consent for Treatment
  - A.A.C. R4-6-1102 Treatment Plan
  - A.A.C. R4-6-1103 Client Record
  - A.A.C. R4-6-1104 Financial and Billing Records
  - A.A.C. R4-6-1105 Confidentiality

The motion passed unanimously.

Following further discussion by members, Mr. Mitchell moved, seconded by Dr. Davis, to recommend to the Board to accept a consent agreement for the voluntary surrender of the professional's license and, if not signed, to refer the matter to formal hearing. The motion passed unanimously.

*C. Kristie McLean, LMSW applicant*

Ms. Rinaudo summarized the results of the Board's background investigation.

The applicant was properly noticed, but did not appear.

Following review and discussion by members, Dr. Davis moved, seconded by Ms. Dawson, to open a complaint and find violations of the following:

- A.R.S. §32-3251(12)(l), any conduct, practice or condition that impairs the ability of the licensee to safely and competently practice
- A.R.S. §32-3251(12)(q), failing or refusing to maintain adequate records of behavioral health services proved to a client
- A.R.S. §32-3251(12)(b), use of fraud or deceit in connection with rendering services as a licensee or in establishing qualifications pursuant to this chapter

Following further discussion by members, Dr. Davis moved, seconded by Ms. Dawson, to recommend to the Board to find that the applicant does not qualify for licensure pursuant to A.R.S. §32-3275(6) and to deny the application. The motion passed unanimously.

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

*A. Report from ASWB Delegate meeting*

Tabled.

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

*A. General Agency Operations*

Ms. Rinaudo advised members regarding the Board's new substantive policy statement regarding required clinical supervision training for out-of-state clinical supervisors.

*B. ASWB Board member training*

Following review and discussion by members, Ms. Dawson moved, seconded by Mr. Mitchell, to nominate Ms. Foltz as the committee's representative at the next ASWB Board member training session. The motion passed unanimously.

*C. Consent agreement language*

Following review and discussion, members agreed that standard language in future consent agreements will require that clinical supervisions sessions be individual only and that AA attendance be in-person only.

*D. Clinical supervisor training substantive policy statement*

Ms. Rinaudo reviewed the Board's new substantive policy statement that clarifies the clinical supervision training requirement under A.A.C. R4-6-212(J).

*E. Courtesy review of clinical supervisor continuing education*

Ms. Rinaudo reviewed the agency's new process that provides a procedure for clinical supervisors to submit a request for Board staff to provide a written explanation regarding their compliance with A.A.C. R4-6-212(J) and the new forms that will be used for this process.

*F. Update regarding proposed fund sweep*

Ms. Rinaudo advised members regarding the proposed fund sweep from the Board's fund recommended in the Governor's proposed budget.

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

None

**9. Review, consideration and action of supervision/work experience and/or exemptions**

None

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

None

**11. Review, consideration and action of consent agenda for applications for inactive status and deficiency extension requests**

Ms. Dawson moved, seconded by Mr. Lankton, to approve the consent agenda as reviewed by Mr. Lankton granting 60-day extensions to Talia Paz, Susan Silversmith and a 2<sup>nd</sup> 60 day extension to Andrea Craig. The motion passed unanimously.

**12. Review, consideration and action regarding exam accommodations, exam extensions and inactive extensions**

*A. Carolyn Benniger, Inactive status extension request*

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

Following review and discussion by members, Mr. Mitchell moved, seconded by Ms. Dawson, to deny the applicant's request for an extension of inactive status based on the applicant's failure to establish good cause. The motion passed unanimously.

*B. Janet Wattawa, Inactive status extension request*

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

Following review and discussion by members, Ms. Dawson moved, seconded by Dr. Davis, to approve the applicant's request for an extension of inactive status based on a showing of good cause. The motion passed unanimously.

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

Appeals

*A. Marci Morrison*

Members reviewed information submitted in support of the appeal.

The applicant appeared telephonically and addressed the committee.

Following review and discussion by members, Mr. Mitchell moved, seconded by Dr. Davis, to deny the appeal based on the applicant's failure to establish that her clinical supervision meets requirements. The motion passed unanimously.

*B. Jennifer Brdlik*

Members reviewed information submitted in support of the appeal.

The applicant was properly noticed, but did not appear.

Following review and discussion by members, Dr. Davis moved, seconded by Mr. Mitchell, to deny the appeal based on the applicant's failure to establish that her clinical supervision meets requirements. The motion passed unanimously.

*The committee took a break to review files at 12:25 p.m., reconvening its public meeting at 12:30 p.m.*

Mr. Mitchell moved, seconded by Dr. Davis, to rescind this committee's October 8, 2010, motion to recommend to the Board to license Kirstie McClean upon receipt of a passing score on the required exam and receipt of the required license issuance fee. The motion passed unanimously.

Dr. Davis moved, seconded by Mr. Lankton, to recommend to the Board to approve the following 5 applicants as Licensed Master Social Workers upon receipt of a passing score on the required exam and upon receipt of the required license issuance fee:

Dawn Vogel  
Elizabeth Lopez

Jessica Chuang

Kristen Curtis

Nancy Elkins

The motion passed unanimously.

Dr. Davis moved, seconded by Mr. Lankton, to recommend to the Board to deny Steve Jaska based on his failure to establish that he meets minimum requirements for a reciprocal license. 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 Friday, March 11, 2011, at 9:00 a.m. at 3443 North Central Avenue, 9<sup>th</sup> floor conference room.

*Approval of annual meeting calendar*

Ms. Mitchell moved, seconded by Dr. Davis, to accept the 2011 meeting calendar as submitted. The motion passed unanimously.

**17. Adjournment**

Mr. Mitchell moved, seconded by Ms. Foltz, to adjourn. The motion passed unanimously and the meeting was adjourned at 12:35 p.m.

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Steve Lankton, Secretary

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Date