



STATE OF ARIZONA  
BOARD OF BEHAVIORAL HEALTH EXAMINERS  
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KATIE HOBBS  
Governor

TOBI ZAVALA  
Executive Director

BOARD OF BEHAVIORAL HEALTH EXAMINERS  
MEETING MINUTES  
June 9, 2023

Members Present: Kimberly Bailey, Mary Coonrod, Patricia Dobratz, Leanette Henagan, Polly Knape, Meaghan Kramer, Adalesa Meek, Diane Palacios (out at 1:11 p.m.), Mark Shen

Members Absent: Robert Charles, Cedric Davis, Antwan Trotter

Staff Present: Tobi Zavala, Executive Director; Mona Baskin, A.A.G., Erin Yabu, Deputy Director

**1. Call to Order**

A meeting of the Arizona Board of Behavioral Health Examiners was called to order on June 9, 2023 at 9:00 a.m. with Ms. Dobratz presiding.

**2. Roll Call**

See above.

**3. Minutes: review, consideration and action**

A. *February 8, 2023, teleconference meeting minutes*  
Tabled due to lack of quorum.

B. *May 5, 2023, general meeting minutes*

Ms. Palacios moved, seconded by Ms. Bailey, to approve the general meeting minutes for the May 5, 2023 meeting as submitted. The motion passed unanimously. Ms. Kramer and Mr. Shen abstained.

C. *May 5, 2023, executive session minutes/agenda item 5A*  
Tabled due to lack of quorum.

D. *May 5, 2023, executive session minutes/agenda item 7B*

Ms. Meek moved, seconded by Ms. Bailey, to approve the executive session meeting minutes, agenda item 7B for the May 5, 2023 meeting as submitted. The motion passed unanimously. Ms. Kramer and Mr. Shen abstained.

E. *May 24, 2023, teleconference meeting minutes*

Ms. Henagan moved, seconded by Ms. Knape, to approve the teleconference meeting minutes for the May 24, 2023 meeting as submitted. The motion passed unanimously. Ms. Palacios abstained.

**4. Consent Agenda: review, consideration and action**

A. Cases recommended for dismissal

1. 2023-0105, Eric Alfrey, LMSW-12892
2. 2023-0171, Myrna Garcia, LISAC-10684
3. 2023-0064, Andrea March, LMSW-12753
4. 2022-0141, Madison Rhodes, LPC-10276

Following discussion, Ms. Coonrod moved, seconded by Ms. Henagan, to approve the consent agenda item 4(A). The motion passed unanimously.

3. *2023-0064, Andrea March, LMSW-12753*  
Following discussion, Ms. Henagan moved, seconded by Ms. Knape, to rescind the motion to dismiss agenda item 4(A)(3). The motion passed unanimously.

Ms. Zavala summarized the Board's investigation.

The complainant appeared telephonically and addressed the Board.

The professional appeared and addressed the Board.

Following discussion, Ms. Henagan moved, seconded by Ms. Palacios, to dismiss the complaint. The motion passed unanimously.

4. *2022-0141, Madison Rhodes, LPC-10276*  
Following discussion, Ms. Dobratz moved, seconded by Ms. Henagan, to rescind the motion to dismiss agenda item 4(A)(4). The motion passed unanimously.

Ms. Zavala summarized the Board's investigation.

The complainant appeared and addressed the Board.

The professional was properly noticed, but failed to appear.

Following discussion, Ms. Knape moved, seconded by Ms. Bailey, to dismiss the complaint. The motion passed unanimously.

B. Cases recommended for dismissal with a letter of concern.

1. *2023-0030, Catherine Cisar, LAC-18045*
2. *2023-0198, Robert Stadheim, LPC-1192, LISAC-0599*
3. *2023-0089, Philip Stanfield, LPC-21145*

Following discussion, Ms. Coonrod moved, seconded by Ms. Henagan, to approve the consent agenda item 4(B)(1-2). The motion passed unanimously.

3. *2023-0089, Philip Stanfield, LPC-21145*  
Ms. Zavala summarized the Board's investigation.

The complainant appeared and addressed the Board.

The professional and his attorney, Jeff Hunter, appeared and addressed the Board.

Following discussion, Mr. Shen moved, seconded by Ms. Palacios, to dismiss the complaint with a letter of concern. The motion passed unanimously.

C. Cases recommended for opening a complaint and dismissing with a letter of concern  
*N/A*

D. Cases recommended for acceptance of a proposed signed non-disciplinary consent agreement.

1. *2023-0038, Krishna Bright, LPC-12462*

Following discussion, Ms. Palacios moved, seconded by Ms. Meek, to approve the consent agenda item 4(D). The motion passed unanimously.

E. Cases recommended for opening a complaint and acceptance of a proposed signed non-disciplinary consent agreement.

1. *Edgar Ngwaru, LMSW Applicant*

Ms. Zavala summarized the background information.

The applicant appeared telephonically and addressed the Board.

Following discussion, Ms. Palacios moved, seconded by Ms. Bailey, to open a complaint and accept the proposed signed non-disciplinary consent agreement. The motion passed unanimously.

F. Cases recommended for acceptance of a proposed signed disciplinary consent agreement.

1. *2022-0146, Yvonne Gathers, LCSW-2873*
2. *2023-0094, Barbra Quade, LAMFT-0483 (suspended)*

Following discussion, Ms. Palacios moved, seconded by Ms. Henagan, to approve the consent agenda item 4(F). The motion passed unanimously.

G. Cases recommended for opening a complaint and acceptance of a proposed signed disciplinary consent agreement.

1. *Christy Brinton, LMSW-17790*
2. *Jill Unruh, LPC-17697*

Following discussion, Ms. Meek moved, seconded by Ms. Palacios, to approve the consent agenda item 4(G). The motion passed unanimously.

	Kimberly Bailey	Robert Charles	Mary Coonrod	Cedric Davis	Patricia Dobratz	Leanne Henagan	Polly Knape	Meaghan Kramer	Adalesa Meek	Diane Palacios	Mark Shen	Antwan Trotter
AYE	X		X		X	X	X	X	X	X	X	
NAY												
Absent		X		X								X

H. Cases recommended for opening a complaint and denying for unprofessional conduct.

1. *Myrio Jones, LMSW Applicant*

Ms. Zavala summarized the background information.

The applicant appeared and addressed the Board.

Following discussion, Ms. Henagan moved, seconded by Ms. Meek, to deny for unprofessional conduct. The motion passed unanimously.

	Kimberly Bailey	Robert Charles	Mary Coonrod	Cedric Davis	Patricia Dobratz	Leanne Henagan	Polly Knape	Meaghan Kramer	Adalesa Meek	Diane Palacios	Mark Shen	Antwan Trotter
AYE	X		X		X	X	X	X	X	X	X	
NAY												
Absent		X		X								X

I. Cases recommended for release from consent agreements.

1. *2021-0015, 2021-0019, Mamta Gupta, LPC-1623 (active restricted)*
2. *2022-0135, Rebecca Holmes, LMSW-20295*
3. *2022-0174, Andre Mixon, LMSW-15416*
4. *2023-0181, Jennifer Taylor, LAC-19438*

Following discussion, Ms. Bailey moved, seconded by Ms. Knape, to approve the consent agenda item 4(I). The motion passed unanimously.

*The Board took a break 9:49 a.m., reconvening its public meeting at 10:00 a.m.*

**5. Administrative Hearings**

Administrative Hearing Pursuant to A.R.S. §§ 32-3281 and 41-1092.07, the Board will conduct administrative hearings or consider related procedural issues in the following matter(s). During the administrative hearing, the Board may go into executive session to discuss confidential records pursuant to A.R.S. § 38-431.03(A)(2) or to obtain legal advice pursuant to A.R.S. § 38- 431.03(A)(3).

N/A

**6. Formal Interviews**

A. 2023-0005, DeAna Perry, LMSW-17830

Ms. Zavala provided a summary of the matter.

The professional and her attorney, Sara Stark, appeared and addressed the Board.

The professional was sworn in and testified.

Following review and discussion by members, Ms. Dobratz moved, seconded by Ms. Bailey, to reoffer the consent agreement stipulating the clinical supervision hours acquired and education can be considered for compliance. The motion passed unanimously.

	Kimberly Bailey	Robert Charles	Mary Coonrod	Cedric Davis	Patricia Dobratz	Leanette Henagan	Polly Knape	Meaghan Kramer	Adalesa Meek	Diane Palacios	Mark Shen	Antwan Trotter
AYE	X		X		X	X	X	X	X	X	X	
NAY												
Absent		X		X								X

**7. Complaints and other disciplinary matters: review, consideration and action**

A. 2022-0138, Andee Bufkin, LPC-12756

Ms. Zavala summarized the Board’s investigation.

The complainant appeared and addressed the Board.

The professional and her attorney, Michael Goldberg, appeared telephonically and addressed the Board.

Following review and discussion by members, Ms. Knape moved, seconded by Ms. Bailey, to find the following violation:

- A.R.S. § 32-3251(16)(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. R4-6-1103, Client Record

The motion passed unanimously.

Following further review, Ms. Knape moved, seconded by Ms. Palacios, to offer a consent agreement that stipulates the following:

- The licensee shall be placed on probation for 12 months
- The professional shall complete the following pre-approved continuing education:
  - 3 clock hours in Arizona documentation
  - 3 clock hours in high conflict families

and if not signed, to invite the professional to participate in a formal interview and, if not accepted to remand the matter to a formal hearing. The motion passed unanimously.

	Kimberly Bailey	Robert Charles	Mary Coonrod	Cedric Davis	Patricia Dobratz	Leanette Henagan	Polly Knape	Meaghan Kramer	Adalesa Meek	Diane Palacios	Mark Shen	Antwan Trotter
AYE	X		X		X	X	X	X	X	X	X	
NAY												
Absent		X		X								X

*B. 2023-0049, Josue Bustos, LCSW-17968*

Ms. Zavala summarized the Board’s investigation.

The complainant was properly noticed, but failed to appear.

The professional and his attorney, Michael Ryan, appeared and addressed the Board.

Following further discussion, Mr. Shen moved, seconded by Ms. Palacios, to offer the professional a 12 month non-disciplinary consent agreement for completion of 6 clock hours in dual and multiple relationships and therapeutic boundaries, and if not signed, to invite the professional to participate in a formal interview and, if not accepted to remand the matter to a formal hearing. The motion passed unanimously. Ms. Dobratz recused.

*C. 2023-0085, Zira Franks, LAC-19840*

Ms. Zavala summarized the Board’s investigation.

The complainant was properly noticed, but failed to appear.

The professional appeared and addressed the Board.

Following review and discussion by members, Ms. Bailey moved, seconded by Ms. Henagan, to accept the signed proposed non-disciplinary consent agreement. The motion passed unanimously.

Following further review, Ms. Bailey moved, seconded by Ms. Knape, to open a complaint on Adena Ray. The motion passed unanimously.

*D. 2023-0157, 2023-0158, 2023-0159, 2023-0163, Floyd Godfrey, LPC-10466*

Following discussion, Ms. Dobratz moved, seconded by Ms. Bailey, to consolidate complaint numbers 2023-0157, 2023-0158, 2023 -0159, and 2023-0163. The motion passed unanimously.

Ms. Zavala summarized the Board’s investigation.

The complainants were properly noticed, but failed to appear.

The professional’s attorney, Michael Goldberg, appeared and addressed the Board.

Following further review by members, Ms. Bailey moved, seconded by Ms. Henagan, to accept the signed proposed consent agreement. The motion passed unanimously.

	Kimberly Bailey	Robert Charles	Mary Coonrod	Cedric Davis	Patricia Dobratz	Leanette Henagan	Polly Knape	Meaghan Kramer	Adalesa Meek	Diane Palacios	Mark Shen	Antwan Trotter
AYE	X		X		X	X	X	X	X	X	X	
NAY												
Absent		X		X								X

*The Board took a break 10:49 a.m., reconvening its public meeting at 10:55 a.m.*

*E. 2023-0050, Marlena Gonzales-Gabaldon, LPC-13590*

Ms. Zavala summarized the Board’s investigation.

The complainant appeared and addressed the Board.

The professional appeared and addressed the Board.

Following review and discussion by members, Ms. Meek moved, seconded by Ms. Bailey, to dismiss the complaint with a letter of concern addressing writing FMLA paperwork for clients. The motion passed unanimously. Ms. Dobratz and Ms. Henagan recused.

*F. 2023-0135, Jessica Lewis, LAMFT-10764*  
 Ms. Zavala summarized the Board’s investigation.

The complainant appeared telephonically and was available for questions.

The professional and her attorney, Mandi Karvis, appeared and addressed the Board.

Ms. Meek moved, seconded by Ms. Kramer to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(3) to seek legal advice. The motion passed unanimously and the Board went into executive session at 11:18 am, reconvening its public meeting at 11:28 am. Ms. Dobratz recused.

Following review and discussion by members, Ms. Bailey moved, seconded by Ms. Knape, to find the following violation:

- A.R.S. § 32-3251(16)(c)(ii), making any oral or written misrepresentation of a fact in any statements provided during an investigation or disciplinary proceeding by the board
- A.R.S. § 32-3251(16)(j), engaging in conduct that the board determines is gross negligence or repeated negligence in the licensee's profession
- A.R.S. § 32-3251(16)(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. R4-6-1103, Client Record
  - A.A.C. R4-6-1106, Telepractice
- A.R.S. § 32-3251(16)(ii), violating any federal or state law, rule or regulation applicable to the practice of behavioral health, as it relates to
  - A.A.C. R4-6-205. Change of Contact Information
  - A.A.C. R4-6-210. Practice Limitations
  - A.A.C. R4-6-211. Direct Supervision: Supervised Work Experience: General

The motion passed unanimously. Ms. Dobratz recused.

Following further discussion by members, Ms. Bailey moved, seconded by Ms. Kramer, to offer the professional a consent agreement for the voluntary surrender of the professional’s license and if not signed, remand to formal hearing. The motion passed unanimously. Ms. Dobratz recused.

	Kimberly Bailey	Robert Charles	Mary Coonrod	Cedric Davis	Patricia Dobratz	Leannette Henagan	Polly Knape	Meaghan Kramer	Adalesa Meek	Diane Palacios	Mark Shen	Antwan Trotter
AYE	X		X			X	X	X	X	X	X	
NAY												
Absent		X		X	Recused							X

Following further review, Ms. Bailey moved, seconded by Ms. Meek, to open a complaint on Elizabeth Diamond. The motion passed unanimously. Ms. Dobratz recused.

*G. 2023-0161, Arturo Morales, LAC Applicant*  
 Ms. Zavala summarized the Board’s investigation.

Following discussion by members, Ms. Bailey moved, seconded by Ms. Henagan, to amend the denial of application to include a finding of unprofessional conduct pursuant to A.R.S. 32-3275(A)(5) and A.R.S. 32-3275(A)(6) based on the following violation:

- A.R.S. § 32-3251(16)(l), engaging in any conduct, practice or condition that impairs the ability of the licensee to safely and competently practice the licensee's profession

The motion passed unanimously.

*H. 2023-0048, Vincent Ruzzo, LPC-18481*

Ms. Zavala summarized the Board’s investigation.

The professional and his attorney, Josh Bunter, appeared and addressed the Board.

Following review and discussion by member, Ms. Bailey moved, seconded by Ms. Knape, to extend the order 60 days for a psychological evaluation and to be completed by a new evaluator. The motion passed unanimously.

	Kimberly Bailey	Robert Charles	Mary Coonrod	Cedric Davis	Patricia Dobratz	Leanne Henagan	Polly Knape	Meaghan Kramer	Adalesa Meek	Diane Palacios	Mark Shen	Antwan Trotter
AYE	X		X		X	X	X	X	X	X	X	
NAY												
Absent		X		X								X

*I. 2022-0156, Jolene Wallace, LMSW-17318 (interim suspension)*

Ms. Zavala summarized the Board’s investigation.

The professional appeared and addressed the Board.

Following review and discussion by members, Ms. Palacios moved, seconded by Ms. Meek, to release the professional from the interim consent agreement. The motion passed unanimously.

Following further review, Ms. Palacios moved, seconded by Ms. Bailey, to find the following violation:

- A.R.S. § 32-3251(16)(l), engaging in any conduct, practice or condition that impairs the ability of the licensee to safely and competently practice the licensee's profession

The motion passed unanimously.

Following further review, Ms. Palacios moved, seconded by Ms. Bailey, to offer a consent agreement that stipulates the following:

- The licensee shall be placed on probation for 24 months
- Stayed suspension
- The professional shall complete 3 clock hours of pre-approved continuing education in self-care/burnout
- The professional shall receive clinical supervision twice monthly from a pre-approved independently licensed behavioral health professional if psychotherapy is conducted by the professional
- Clinical supervision shall focus on professional and Arizona statutes and rules, Arizona documentation, and self-care/burnout
- The professional shall receive therapy twice monthly with a pre-approved behavioral health professional
- Early release after 12 months at the recommendation of the therapist
- The professional shall receive psychiatric care as determined by the provider for 24 months

and if not signed the professional’s license will remain suspended. The motion passed unanimously.

	Kimberly Bailey	Robert Charles	Mary Coonrod	Cedric Davis	Patricia Dobratz	Leanne Henagan	Polly Knape	Meaghan Kramer	Adalesa Meek	Diane Palacios	Mark Shen	Antwan Trotter
AYE	X		X		X	X	X	X	X	X	X	
NAY												
Absent		X		X								X

*The Board took a break 11:34 a.m., reconvening its public meeting at 12:04 p.m.*

**8. Assistant Attorney General’s Report: Mona Baskin, A.A.G.**

*N/A*

**9. Applications for licensure and educational programs: review, consideration and action**

*A. Review, consideration, and possible action regarding applications for licensure*

*Counseling*

Mr. Shen moved, seconded by Ms. Bailey, to deny 1 application based on a failure to take the required examination and 1 application based on a failure to meet the minimum requirements. The motion passed unanimously.

*Marriage and Family Therapy*

Ms. Bailey moved, seconded by Ms. Henagan, to deny 1 application based on a failure to pass the required examination. The motion passed unanimously.

*Social Work*

Ms. Henagan moved, seconded by Ms. Bailey, to deny 12 applications based on a failure to pass the required examination, 3 applications based on a failure to take the required examination, and 1 application based on a failure to meet minimum requirements. The motion passed unanimously.

*Substance Abuse Counseling*

Ms. Meek moved, seconded by Ms. Bailey, to deny 5 applications based on a failure to pass the required examination and 1 application based on a failure to meet the minimum requirements. The motion passed unanimously.

*B. Review, consideration, and possible action regarding applications for educational programs*

N/A

*The Board took a break 12:55 p.m., reconvening its public meeting at 1:11 p.m.*

**10. Report from Chair**

*A. Summary of current events*

No report.

*B. Review, consideration and possible action regarding Ms. Zavala's annual performance review*

Ms. Dobratz shared Ms. Zavala's performance evaluation draft, including strengths, achievements, and goals.

Ms. Dobratz moved, seconded by Ms. Bailey to go into executive session pursuant to A.R.S. § 38-431.03(A)(1) to review personnel records exempt from public inspection. The motion passed unanimously and the Board went into executive session at 2:07 pm, reconvening its public meeting at 2:21 pm.

Following review and discussion by members, Ms. Dobratz moved, seconded by Ms. Bailey to accept the performance evaluation as compiled and recommend a 4% increase for Ms. Zavala and forward to the Governor's office. The motion passed unanimously.

**11. Report from the Treasurer**

*A. Review, consideration, and possible action regarding April financial report*

Following review and discussion by members, Ms. Bailey moved, seconded by Ms. Knappe, to accept the April financial report as presented. The motion passed unanimously.

*B. Review, consideration, and possible action regarding May financial report*

Tabled.

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

*A. Update on the Boardal*

Ms. Yabu provided an update on the Boardal, the new web-based portal. The final product is being configured and the tentative launch date is set for late June or early July. Communication will be sent to all licensees and posted on the website when dates are finalized.

*B. Update on the Board room chairs and audio*

Ms. Yabu provided an update on the new audio system for Board Room C, which is tentatively set to be completed in June. Additionally, the Board purchased new chairs for Board Room C.



*C. Update on the proposed rules*

Ms. Zavala provided an update that the proposed rules have been submitted to the Governor's Regulatory Review Council and will be reviewed at an upcoming Study Session on 6/27/2023 and Council Meeting on 7/5/2023.

*D. Review, consideration and possible action on Chairperson's Dobratz participation at the Counseling Regulatory Boards Annual Summit*

Following review and discussion by members, Ms. Kramer moved, seconded by Ms. Knape, to approve Ms. Dobratz's participation at the Counseling Regulatory Board Annual Summit. The motion passed unanimously.

*E. Review, consideration and possible action on the 2024 Board meeting calendar*

Following review and discussion by members, Ms. Bailey moved, seconded by Ms. Knape, to approve the 2024 Board meeting calendar. The motion passed unanimously.

*F. Review, consideration and possible action regarding the annual election of Board Officers (Chairperson and Secretary Treasurer)*

Following review and discussion by members, Ms. Kramer moved, seconded by Ms. Henagan, to elect Ms. Meek as Board Chairperson. The motion passed unanimously. Members thanked Ms. Dobratz for her service.

Following review and discussion by members, Ms. Knape moved, seconded by Ms. Bailey, to elect Ms. Knape as Board Secretary Treasurer. The motion passed unanimously. Members thanked Ms. Bailey for her service.

*G. Review, consideration and possible action on whether or not to open a complaint on Holly Judge*

Following review and discussion by members, the Board took no action.

*H. Update regarding Gary Tupper's filings*

Ms. Dobratz moved, seconded by Ms. Coonrod to go into executive session pursuant to A.R.S. § 38-431.03(A)(3) to obtain legal advice. The motion passed unanimously and the Board went into executive session at 1:51 pm, reconvening its public meeting at 2:03 pm.

**13. Request for extension of inactive status: review, consideration and action**

N/A

**14. Future agenda items**

None.

**15. Call for public comment**


None.

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

*The next regular meeting is scheduled for Friday, July 21, 2023, at 9:00 a.m., at 1740 W. Adams St., Board Room C.*

**17. Adjournment**

Ms. Kramer moved, seconded by Ms. Henagan, to adjourn. The motion passed unanimously and the meeting was adjourned at 2:24 p.m.

  
Polly Knape (Oct 25, 2023 07:09 PDT)

Polly Knape  
Secretary/Treasurer

10/25/2023

Date