

BOARD OF BEHAVIORAL HEALTH EXAMINERS  
MEETING MINUTES  
November 1, 2024

Members Present: Adalesa Meek, Diane Palacios, Robert Charles, Kristina Groves, Leannette Henagan, Crystal Krueger, Jose Luis Madera, Dominic Miller

Members Absent: Mark Shen

Staff Present: Tobi Zavala, Executive Director; Mona Baskin, A.A.G., Polly Knape, Deputy Director; Jarett Carver, Investigations Manager; Allison Taylor, Operations Manager

**1. Call to Order**

A meeting of the Arizona Board of Behavioral Health Examiners was called to order on November 1, 2024 at 9:04 a.m. at 1740 West Adams Street, Boardroom C, Phoenix, Arizona 85007 with Ms. Meek presiding.

**2. Roll Call**

See above.

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

*A. October 11, 2024, general meeting minutes*

Ms. Palacios moved, seconded by Mr. Miller, to approve the general meeting minutes for the October 11, 2024 meeting as submitted. The motion passed unanimously.

*B. October 11, 2024, executive session minutes/ Agenda item 7 B*

Ms. Palacios moved, seconded by Mr. Miller, to approve the executive session minutes for the October 11, 2024 meeting as submitted. The motion passed unanimously.

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

A. Cases recommended for dismissal

1. 2025-0063, Marcia Conley, LPC-0878
2. 2024-0035, Carol Melim, LCSW-13525

Following discussion, Ms. Henagan moved, seconded by Mr. Miller, to approve the consent agenda item 4(A)(1). The motion passed unanimously.

2. 2024-0035, Carol Melim, LCSW-13525

Ms. Zavala summarized the Board's investigation.

The complainant appeared telephonically and addressed the Board.

The professional's attorney, Arthur Eaves, appeared and addressed the Board.

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

- B. Cases recommended for dismissal with a letter of concern.  
N/A

C. Cases recommended for opening a complaint and dismissing with a letter of concern

1. *Ashley Williams, LAC-23136*

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

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

1. *2024-0348, Emma Keehr, LAC-22712*
2. *2024-0161, Tamara Woodward, LCSW-22218*

Following discussion, Ms. Groves moved, seconded by Mr. Miller, to approve the consent agenda item 4(D)(1). The motion passed unanimously.

2. *2024-0161, Tamara Woodward, LCSW-22218*  
Ms. Zavala summarized the Board’s investigation.

The complainant appeared and addressed the Board.

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

Following discussion, Mr. Miller moved, seconded by Ms. Palacios, to accept the proposed signed non-disciplinary consent agreement. The motion passed unanimously.

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

1. *Lori Feingold-Huff, LPC-10637*
2. *Jamie Jeffery, LPC-23406*
3. *Holly Leffhalm, LMSW-22052*

Following discussion, Ms. Groves moved, seconded by Ms. Krueger, to approve the consent agenda items 4(E)(1-3). The motion passed unanimously.

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

1. *2024-0277, Jennifer Wagner, LMFT-16136*

Following discussion, Ms. Henagan moved, seconded by Ms. Groves, to approve the consent agenda item 4(F)(1). The motion passed unanimously. Ms. Palacios recused.

	Robert Charles	Kristina Groves	Leanne Henagan	Crystal Krueger	Jose Luis Madera	Adalesa Meek	Dominic Miller	Diane Palacios	Mark Shen
AYE	X	X	X	X	X	X	X		
NAY									
Absent								Recused	X

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

1. *Horace Carter, LAAC Applicant*

Following discussion, Ms. Krueger moved, seconded by Ms. Palacios, to approve the consent agenda item 4(G)(1). The motion passed unanimously.

	Robert Charles	Kristina Groves	Leanne Henagan	Crystal Krueger	Jose Luis Madera	Adalesa Meek	Dominic Miller	Diane Palacios	Mark Shen
AYE	x	x	x	x	x	x	x	x	
NAY									

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

N/A

I. Cases recommended for opening a complaint for further investigation.

1. *Connie Forrester, LCSW-13620*
2. *Roshelle Johnson, LIAC-15130, LPC-17747*
3. *Andrew Watley, LPC-19498*

Following discussion, Ms. Groves moved, seconded by Ms. Krueger, to approve the consent agenda item 4(I). The motion passed unanimously. Ms. Meek recused.

J. Cases recommended for release from consent agreements.

1. *2020-0015, Anna Eberhardt, LAC-18272 (active-restricted)*
2. *2024-0304 & 2024-0334, Michael Klinkner, LCSW-10820 (active-restricted)*
3. *2024-0243, Mikayla Landon, LMSW-19642*
4. *2022-0090, Shelly Osborne, LPC-19064 (active-restricted)*
5. *2024-0148, Kevin Potter, LASAC-08015T (active-restricted)*
6. *2023-0006, Brian Sillanpaa, LPC-18686 (active-restricted)*
7. *2022-0010, Julia Stan, LMSW-15335 (active-restricted)*
8. *2023-0109, Elizabeth Thomas, LMSW-19224 (active-restricted)*

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

**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**

N/A

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

A. *2025-0091, Kenneth Brand, LAAC-15504*

Ms. Zavala summarized the Board’s investigation.

The complainant, and her attorney, Jason Chapman, appeared and addressed the Board.

The professional was properly noticed, but failed to appear.

Following review and discussion by members, Ms. Groves moved, seconded by Ms. Henagan, to accept the signed consent agreement for the voluntary surrender of the professional’s license. The motion passed unanimously.

	Robert Charles	Kristina Groves	Leanne Henagan	Crystal Krueger	Jose Luis Madera	Adalesa Meek	Dominic Miller	Diane Palacios	Mark Shen
AYE	X	X	X	X	X	X	X	X	
NAY									
Absent									X

B. *2025-0029, Arturo Hernandez, LPC-21796*

Ms. Zavala summarized the Board’s investigation.

The complainant appeared telephonically and his attorney, Todd Romero, appeared in person and addressed the Board.

The professional was properly noticed, but failed to appear.

Following review and discussion by members, Mr. Miller moved, seconded by Ms. Groves, to find the following violation:

- A.R.S. § 32-3251(16)(h), obtaining a fee by fraud, deceit or misrepresentation

The motion passed unanimously.

Following further discussion Mr. Miller moved, seconded by Ms. Henagan, to offer the professional a consent agreement for the voluntary surrender of the professional’s license and if not signed, to remand the matter to a formal hearing. The motion passed unanimously.

	Robert Charles	Kristina Groves	Leanne Henagan	Crystal Krueger	Jose Luis Madera	Adalesa Meek	Dominic Miller	Diane Palacios	Mark Shen
AYE	X	X	X	X	X	X	X	X	
NAY									
Absent									X

C. 2025-0009, Kimberly Markins, LMSW-16451

Mr. Carver summarized the Board’s investigation.

The complainant was properly noticed, but failed to appear.

The professional appeared telephonically and addressed the Board.

Following review and discussion by members, Ms. Krueger moved, seconded by Mr. Miller, to find the following violations:

- A.R.S. § 32-3251(16)(k), engaging in any conduct or practice that is contrary to recognized standards of ethics in the behavioral health profession or that constitutes a danger to the health, welfare or safety of a client, as it relates to the following section of the NASW Code of Ethics:
  - 1.06 (c) Conflicts of Interest

The motion passed unanimously. Ms. Palacios recused.

Following further discussion, Ms. Krueger moved, seconded by Mr. Miller, to offer a consent agreement that stipulates the following:

- The licensee shall be placed on probation for 24 months
- A practice restriction shall be in place for no participation in supervised private practice
- The licensee shall complete, in person, pre-approved continuing education in:
  - 6 clock hours in Arizona documentation
  - 6 clock hours in behavioral health ethics to include scope of practice
- The professional shall receive clinical supervision weekly from a pre-approved independently licensed behavioral health professional
- Clinical supervision shall focus Arizona statutes and rules, clinical documentation, Arizona documentation, scope of practice, professional boundaries, decision making, self-care, and the benefits of clinical supervision and consultation
- After 12 months, at the recommendation of the clinical supervisor, supervision can be decreased to no less than biweekly

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. Palacios recused.

	Robert Charles	Kristina Groves	Leanne Henagan	Crystal Krueger	Jose Luis Madera	Adalesa Meek	Dominic Miller	Diane Palacios	Mark Shen
AYE	X	X	X	X	X	X	X		
NAY									
Absent								Recused	X

*D. Jennifer Silvas, LAC Applicant*

Ms. Zavala summarized the Board’s investigation.

The applicant appeared telephonically and addressed the Board.

Following review and discussion by members, Ms. Henagan moved, seconded by Mr. Miller, 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. Ms. Palacios recused

Following further review, Ms. Henagan moved, seconded by Mr. Charles to deny the application based on a finding of unprofessional conduct pursuant to A.R.S. § 32-3275(5) and A.R.S. 32-3275(6). The motion passed unanimously.

	Robert Charles	Kristina Groves	Leanne Henagan	Crystal Krueger	Jose Luis Madera	Adalesa Meek	Dominic Miller	Diane Palacios	Mark Shen
AYE	X	X	X	X	X	X	X		
NAY									
Absent								Recused	X

*The Board took a break 10:19 a.m., reconvening its public meeting at 10:30 a.m.*

*E. 2025-0011, 2025-0033, Vivian Watters, LMSW-19945*

Mr. Carver summarized the Board’s investigation.

The complainants appeared and addressed the Board.

The professional appeared telephonically, his attorney, Courtney Sullivan, appeared in person and addressed the Board.

Following review and discussion by members, Mr. Madera moved, seconded by Ms. Palacios, to find the following violation:

- A.R.S. § 32-3251(16)(t), disclosing a professional confidence or privileged communication except as may otherwise be required by law or permitted by a legally valid written release

The motion passed unanimously.

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

- The licensee shall be placed on probation for 24 months
- A practice restriction shall be in place for no participation in supervised private practice
- The licensee shall complete, virtually, pre-approved continuing education in:
  - 3 clock hours in Arizona Law and Ethics
  - 3 clock hours in Behavioral Health Ethics

- The professional shall receive clinical supervision twice monthly from a pre-approved independently licensed behavioral health professional
- Clinical supervision shall focus on behavioral health ethics, Board statutes and rules, law, telehealth, boundaries, and decision making model
- After 6 months, at the recommendation of the clinical supervisor, supervision can be decreased to no less than monthly

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.

	Robert Charles	Kristina Groves	Leanne Henagan	Crystal Krueger	Jose Luis Madera	Adalesa Meek	Dominic Miller	Diane Palacios	Mark Shen
AYE	X	X	X	X	X	X	X	X	
NAY									
Absent									X

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

*A. Discussion regarding the 2024 Legislative update*

Ms. Baskin provided a brief overview of recent Legislative updates relevant to the Board.

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

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

*Counseling*

Ms. Palacios moved, seconded by Ms. Henagan, to deny 4 applications based on a failure to pass the required examination, and 1 application based on a failure to meet minimum requirements. The motion passed unanimously.

*Marriage and Family Therapy*

N/A

*Social Work*

Ms. Krueger moved, seconded by Ms. Krueger, to deny 12 applications based on a failure to pass the required examination and 2 applications based on a failure to take the required examination. The motion passed unanimously.

*Addiction Counseling*

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

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

N/A

**10. Report from Chair**

*A. Summary of current events*

No report.

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

Tabled

**11. Report from the Treasurer**

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

Tabled

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

*A. Discussion regarding conflict of interest for Board and committee members as well as staff*

Tabled

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

N/A

**14. Future agenda items**

N/A

**15. Call for public comment**

Dr. Kim Bailey, LMFT, expressed her gratitude to the Board, emphasizing the importance of Board member discussion to assist in educating the public on how they are coming to decisions, as the Board meetings are offered as an avenue for educational opportunity.

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

*The next regular meeting is scheduled for Friday, December 13, 2024, at 9:00 a.m., at 1740 W. Adams St., Boardroom C.*

**17. Adjournment**

Mr. Miller moved, seconded by Ms. Henagan, to adjourn. The motion passed and the meeting was adjourned at 11:14 a.m.

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Diane Palacios  
Secretary/Treasurer

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Date