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BOARD OF BEHAVIORAL HEALTH EXAMINERS  
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DOUGLAS A. DUCEY  
Governor

TOBI ZAVALA  
Executive Director

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COUNSELING ACADEMIC REVIEW COMMITTEE MEETING MINUTES  
Tuesday, March 27, 2018

Members Present: Patricia Kerstner, Janet O'Connor, Kathleen Britton,

Staff Present: Tobi Zavala, Executive Director; Donna Dalton, Deputy Director; Elma Brambila, Credentialing Specialist

**1. Call to Order**

The meeting was called to order on March 27, 2018, at 9:02 a.m., with Dr. Kerstner presiding.

**2. Roll Call**

See above.

**3. Review and Approval of Minutes**

*A. February 23, 2018, general meeting minutes*

Dr. Kerstner moved, seconded by Ms. Britton, to approve the February 23, 2018, general meeting minutes as submitted. The motion passed unanimously.

**4. Report from Chair**

No report.

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

*A. General Agency Operations*

Ms. Zavala shared with the members that it is Ms. Brambila's 12<sup>th</sup> year anniversary with the Board. Ms. Zavala commended Ms. Brambila for her service and dedication.

*B. Discussion regarding SB1246*

Ms. Zavala explained to members that Senate Bill 1246 would allow an applicant from out of state a streamlined process to be licensed in Arizona. Ms. Zavala informed the members that the bill was signed by the Governor.

*C. Discussion regarding BH2411*

Ms. Zavala explained to members that HB2411 incorporated language to provide a waiver of fees for applicants who apply for an independent level license within 90 days of submitting their renewal and allows applicants to be able to test 3 times during the authorization period. In addition, it would require the Board to submit a one-time report to the legislators in regards to streamlining Board processes.

*D. Discussion regarding Board fees*

Ms. Zavala informed the members that at the March 2nd Board meeting, the members voted unanimously to reduce Board fees. The proposed reduction is a reduction of the issuance fee for an independent level license from \$250 to \$100, and a reduction of the biennial renewal fee from \$350 to \$325.

**6. Assistant Attorney General's Report: Marc Harris, A.A.G.**

No report.

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

*A. Uvoltta Francis (Lynda Crooms, outside clinical supervision)*

Members reviewed information submitted regarding the request for exemption.

Following review and discussion, Ms. O'Connor, moved, seconded by Ms. Britton to approve the request for an outside clinical supervisor. The motion passed unanimously.

*B. Laura Castorena (John Telles, size & geographic)*

Members reviewed information submitted regarding the request for exemption.

Following review and discussion, Ms. Britton, moved, seconded by Dr. Kerstner to approve the request for size & geographic location. The motion passed unanimously.

*C. Daisy Morales (Paul Otto, size & geographic)*

Members reviewed information submitted regarding the request for exemption.

Following review and discussion, Ms. O'Connor, moved, seconded by Dr. Kerstner to approve the request for size & geographic location. The motion passed unanimously.

**8. Consent agenda: review, consideration and action regarding requests for deficiency extensions**

None

**9. Consent agenda: review, consideration and action regarding applications requesting review under rules prior to November 1, 2015**

None

**10. Exam extension and/or accommodation requests: review, consideration and action**

*A. Erica Upshaw-Crank, exam accommodation*

Members reviewed information regarding the request for an exam accommodation.

Following review and discussion, Dr. Kerstner moved, seconded by Ms. Britton, to approve the request for an exam accommodation. The motion passed unanimously.

**11. Applications for licensure: review, consideration and possible action**

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

*The Committee broke for lunch at 12:09 p.m., reconvening its public meeting at 12:40 p.m.*

Ms. O'Connor moved, seconded by Dr. Kerstner, to recommend to the Board to approve Collin Hagood as a Licensed Professional Counselors by endorsement upon receipt of the required license issuance fee. The motion passed unanimously.

Ms. O'Connor moved, seconded by Ms. Britton, to recommend to the Board to approve Mollie Surguine, Rebecca Schade and Eric McKinley as Licensed Associate Counselors upon receipt a passing score on the required exam and the required license issuance fee. The motion passed unanimously.

Ms. O'Connor moved, seconded by Dr. Kerstner, to recommend to the Board to approve Iliana Tintos, Patrick Dotson and Tiffany Green as Licensed Professional Counselors upon receipt of the required license issuance fee. The motion passed unanimously.

Dr. Kerstner moved, seconded by Ms. O'Connor, to recommend to the Board to approve Marcie Edmonds as Licensed Professional Counselors upon receipt of the required license issuance fee, and the Board's disposition of the background investigation. The motion passed unanimously.

Ms. Britton moved, seconded by Ms. O'Connor, to recommend to the Board to approve Darren Lee and Susan Love as Licensed Associate Counselors upon receipt of a passing score on the required exam the required license issuance fee and the Board's disposition of the background investigation. The motion passed unanimously.

Ms. O'Connor moved, seconded by Ms. Britton, to recommend to the Board to deny the following 6 applicants based on their failure to establish that they meet minimum licensure requirements.

Jasmine Myers  
Jeffrey Sager

Christopher Chappell  
Camea Peca

Steven Sanders  
Daryl Sparks

The motion passed unanimously.

Ms. O'Connor moved, seconded by Dr. Kerstner, to recommend to the Board to deny Bryce Paradis based on failure to establish that he meet minimum requirements pending the Board's disposition of the background investigation while final action cannot be taken on the application until the investigation is complete. The motion passed unanimously.

Following review, members requested additional information on the following applications:

Patricia Brackin

Luisa Nagore

Maria Soto Santiago

The Counseling Academic Review Committee lost quorum and could not review the application listed for Sara Branscum. Ms. Branscum's application will be reviewed first during the committee's next monthly meeting on April 27, 2018.

*B.*

*Appeals*

*1. Kasondra Najafi*

Members reviewed information regarding the appeal.

The applicant appeared and addressed the committee.

Following review and discussion, members requested additional information.

*2. Amanda Golightly*

Members reviewed information regarding the appeal.

The applicant appeared telephonically and addressed the committee.

Following review and discussion, members requested additional information.

*3. Taylor Burke*

Members reviewed information regarding the appeal.

The applicant was properly noticed, but did not appear.

Following review and discussion, Dr. Kerstner moved, seconded by Ms. O'Connor, to accept PSY 500 Diversity Issues for Social & cultural diversity; PSY 510 Human Growth & Development for Human growth and development and to recommend to the Board to deny the appeal based on continued practicum/internship deficiency. The motion passed unanimously.

## **12. Applications for educational programs: review, consideration and possible action.**

A. *Prescott College Master of Science in Counseling*  
Members reviewed the information regarding the program.

Dr. Keith Cross from Prescott College addressed the committee.

Dr. Kerstner moved, seconded by Ms. Britton, to recommend to the Board to approve the Master of Science in Counseling. The motion passed unanimously.

**13. Future agenda items**

None

**14. Call for public comment**

No one was present to respond to the call for public comment.

**15. Establishment of future meeting dates**

The next meeting is scheduled for Friday, April 27, 2018, at 9:00 a.m., at 1740 West Adams St, Board Room C, Phoenix, AZ 85007.

**16. Adjournment**

Ms. O'Connor moved, seconded by Dr. Kerstner, to adjourn. The motion passed unanimously and the meeting was adjourned at 2:31 p.m.

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Kathleen Britton  
Secretary/Treasurer

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Date