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BOARD OF BEHAVIORAL HEALTH EXAMINERS
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JANET NAPOLITANO
Governor

DEBRA RINAUDO
Executive Director

COUNSELING CREDENTIALING COMMITTEE MEETING MINUTES
Friday, April 25, 2003

Members Present: Kirk Bowden, Lisa Aumack, Diane Pruetz
Members Absent: Susan Jernigan, Carolyn Brown
Staff Present: Debra Rinaudo, Marc Harris, A.A.G., Doreen Romney, Mary Wilson
Public Present: Marco Cuyar, RL*, David Baab, Rosemarie Ludwig, James Stringham, BR*, Cal Raup, Gordon Lewis
Public by telephone: Tracy Fabian, Patricia Paine

1. **Call to Order**

The meeting was called to order on April 25, 2003, at 9:03 a.m. with Mr. Bowden presiding.

2. **Roll Call**

See above.

3. **Review and Approval of Minutes**

Ms. Pruetz moved, seconded by Ms. Aumack, to approve the general meeting minutes from March 28, 2003, as submitted. The motion passed unanimously.

Ms. Pruetz moved, seconded by Ms. Aumack, to approve the Executive Session minutes from March 28, 2003, as submitted. The motion passed unanimously.

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

A. 2002-0049, Rosemarie Ludwig, CC-0399

Ms. Reynolds summarized the facts of the complaint. Ms. Reynolds reported that the professional had contacted this Board and other professionals to clarify whether she had an ethical or legal responsibility to report threats made by the complainant. Dr. Ludwig and her attorney, Mr. Raup, appeared in person and addressed the committee regarding the various contacts she made to clarify her responsibility in this instance. The complainant, RL*, appeared in person and addressed the committee.

Following review and discussion, Mr. Bowden moved, seconded by Ms. Pruetz, to recommend to the Board to dismiss the complaint as unsubstantiated. The motion passed unanimously.

B. 2002-0047, David Baab, CC-10382

Ms. Reynolds summarized the facts of the complaint. Dr. Baab and his attorney, Mr. Lewis, appeared in person and addressed the committee. The complainant, BR*, appeared in person and addressed the committee regarding her request that the professional not disclose information regarding her adopted children's biological mother.

Ms. Pruetz moved, seconded by Mr. Bowden, to go into executive session for the purpose of receiving legal advice pursuant to A.R.S. §38-431.03(A)(3). The motion passed unanimously and the committee went into executive session at 10:08 a.m., reconvening its regular meeting at 10:14 a.m.

*Clients are indicated by initials only

Following review and discussion by committee members, Mr. Bowden moved, seconded by Ms. Pruetz, to recommend to the Board to find a violation of A.R.S. §32-3251(10)(e), betraying a confidence, based on the professional's disclosure of confidential information regarding one brother in front of the other brother, and A.R.S. § 32-3251(10)(i), any conduct or practice that is contrary to recognized standards of ethics, based on the professional's failure to maintain a signed treatment plan and not honoring limitations on informed consent provided by the mother. The motion passed unanimously.

Ms. Pruetz moved, seconded by Mr. Bowden, to recommend to the Board to offer a consent agreement that stipulates:

- 3-semester hour graduate level course in ethics;
- Ethics course to be pre-approved by committee chair;
- Ethics course to be completed by 12/31/03;
- 4 contact hours seminar or course on documentation;
- Seminar or course to be pre-approved by committee chair;
- Seminar or course to be completed by 12/31/03;
- One-year professional supervision;
- Supervisor will be CPC, CISW, CMFT or higher;
- Supervisor to be pre-approved by committee chair;
- Supervisor will submit a supervision plan to the committee chair;
- Supervision will be twice monthly for the first 6 months;
- Frequency of supervision during the second 6 months to be determined by the supervisor, but not less than monthly;
- Supervisor will submit quarterly reports to the committee chair;
- Focus of supervision will be professional ethics and documentation;
- While under supervision, Dr. Baab will not provide clinical supervision;
- Dr. Baab will notify the Board when he returns to practice;
- Supervision will begin when Dr. Baab returns to practice.

The motion passed unanimously.

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

Ms. Rinaudo reported that the Governor's office remains interested in consolidation. Ms. Rinaudo reported that the Governor's office will be doing an efficiency review of all the 90-10 boards and will then make recommendations regarding restructuring.

1. Travel reimbursement form training

Ms. Rinaudo advised members that the travel reimbursement forms are to be completed as shown on the samples that she distributed.

B. Update on licensure

Ms. Rinaudo reported that the governor signed the licensure bill on April 16, 2003. The Board must now begin developing new rules and processes for implementing the grandfathering provisions in the bill.

7. Report from the Board and other committees

A. Board

No report.

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

None

9. Review, consideration and action of applications for renewal

None

10. Review, consideration and action of consent agenda for applications for inactive, extension and exam accommodation requests

Ms. Aumack moved, seconded by Mr. Bowden, to approve the consent agenda reviewed by Ms. Pruetz, granting a reassessment extension to Benjamin McWhorter. The motion passed unanimously.

11. Review, consideration and action of applications for reassessment

Theresa Seward

Members agreed that the professional meets the requirements for Certified Professional Counselor.

12. Review, consideration and action of applications for certification

Appeals

➤ *Randalene Washburn, February 28, 2003, initial denial*

Following further review, members agreed that the professional has not completed required coursework in counseling theory, multi-cultural foundations and professional ethics.

➤ *Adriana Glosser, February 28, 2003, initial denial*

Following further review, members agreed that the professional's curriculum meets the requirements for research & evaluation and appraisal, but does not meet Board requirements in multi-cultural foundations and professional ethics.

➤ *Patricia Paine, February 28, 2003, initial denial*

Following further review, members agreed that the practicum requirement is waived, but the professional's curriculum does not meet Board requirements in multi-cultural foundations and professional ethics.

➤ *Sandra Yalen, March 28, 2003, initial denial*

Following further review, members agreed that the professional will meet the requirements for Certified Associate Counselor after providing a passing score on the required exam.

➤ *Marci Cuyar, March 28, 2003, initial denial*

Following review of all materials submitted, members agreed that the professional's curriculum does not meet Board requirements in professional ethics and counseling theory.

James Stringham

Members reviewed the supervised work experience submitted by the professional, which did not include direct client contact. The committee found his experience did not constitute supervised work experience in counseling.

Independent Contractor Supervised Hours

Tracy Fabian

Committee members accepted the professional's supervised work experience as an independent contractor.

Ms. Pruetz moved, seconded by Ms. Aumack, to recommend to the Board to approve the following sixteen applicants as Certified Professional Counselors:

Theresa Seward	Carrie Kane	Joan Jervis	Kathryn Jorgensen
Neta Ludwig	Susan Kolb	Susan Lassiter	Cathyann Hersom
Sue Pickering	Michelle Marker	Jennifer Aaron	Amy Bjorkman
Tracy Fabian	Natalie Keller	Cory Shaw	Daric Ronngren

The motion passed unanimously.

Ms. Pruetz moved, seconded by Ms. Aumack, to recommend to the Board to approve Dawn Beatty and Jill Fuhrer as Certified Professional Counselors after providing a passing score on the required exam. The motion passed unanimously.

Ms. Pruetz moved, seconded by Ms. Aumack, to recommend to the Board to approve the following eight applicants as Certified Associate Counselors:

James Stringham	Terry Mathews	Patrick McLaughlin
Roy Rockenbach	Christopher Jackson	Theodore Smith
Stacy Burns	Daniel Jordan	

The motion passed unanimously.

Ms. Pruetz moved, seconded by Ms. Aumack, to recommend to the Board to approve Juanita McLeod and Sandra Yalen as Certified Associate Counselors after providing a passing score on the required exam. The motion passed unanimously.

Ms. Pruetz moved, seconded by Ms. Aumack, to deny Deborah Stelzleni and Susan Carlson based on uncorrectable deficiencies. The motion passed unanimously.

13. Future agenda items

None

14. Call for public comment

None

15. Establishment of future meeting date(s)

The next meeting is scheduled for May 23, 2003, at 9:00 a.m. in room B-2.

16. Adjournment

Ms. Pruetz moved, seconded by Ms. Aumack, to adjourn. The motion passed unanimously and the meeting was adjourned at 1:50 p.m.

Diane Pruetz
Secretary/Treasurer

Date