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JANET NAPOLITANO
Governor

DEBRA RINAUDO
Executive Director

COUNSELING CREDENTIALING COMMITTEE MEETING MINUTES
Friday, January 24, 2003

Members Present: Kirk Bowden, Susan Jernigan, Lisa Aumack, Carolyn Brown
Members Absent: Diane Pruetz
Staff Present: Debra Rinaudo, Patricia Reynolds, Marc Harris, A.A.G., Doreen Romney, Mary Wilson, Tina Zepeda
Public Present: Pat O'Mealey, Christina Packard, Robert Packard, Michael Herzog, Lori Martinez, JB, Peggy Addington, Linda Marcello, Jean Parsons, Ellen Dugan, Laura Kofman, Carol Groux
Public by telephone: Jacqueline Bowen-Carlson, Lori Martinez, MJS, DS, Kathleen McGuire, James Afremow

1. **Call to Order**

The meeting was called to order on January 24, 2003, at 9:05 a.m. with Mr. Bowden presiding.

2. **Roll Call**

See above.

3. **Review and Approval of Minutes**

Ms. Aumack moved, seconded by Ms. Brown, to approve the general meeting minutes from December 20, 2002, as submitted. The motion passed unanimously.

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

A. *2002-0037, Lori Martinez, CC-2395 and SA-1650*

Ms. Reynolds summarized the facts of the case. The complainants appeared telephonically and addressed the committee regarding agency policies and contract agreements. Ms. Martinez appeared in person stating that she disagrees with the allegation that she recruited potential clients and believes her actions did not constitute a conflict of interest.

Following review and discussion by committee members, Ms. Aumack moved, seconded by Ms. Brown, to recommend to the Board to find a violation of ARS 32-3251(10)(i), any conduct or practice contrary to recognized standards of ethics, as it relates to ACA Code of Ethics C.3.d based on her dual representation of her employer and her privately owned company at the collaborators meeting. The motion passed unanimously.

Ms. Aumack moved, seconded by Ms. Brown, to recommend to the Board to offer a consent agreement that stipulates the following:

- Order of censure;
- Completion of a 3-credit graduate level ethics course:
- The course will be pre-approved by the committee chair;
- Ethics course to be completed by January 1, 2004.

The motion passed unanimously.

B. *2002-0039, Wendy White, CC-1172*

Ms. Reynolds summarized the facts of the case. The complainant and professional were noticed but did not appear.

Following review and discussion by committee members, Ms. Brown moved, seconded by Mr. Bowden, to recommend to the Board that there is no violation of A.R.S. 32-3251(10) and to dismiss this complaint as unfounded. The motion passed unanimously.

C. 2002-0018, Linda Marcello, CC-0441

Ms. Reynolds summarized the facts of the case and reported that CIGNA Behavioral Health, Inc. has not provided its policies regarding confidentiality as requested. Ms. Marcello appeared in person. Mr. Herzog, the professional's attorney, appeared in person and addressed the committee. He noted that the documentation Ms. Marcello took home was summary data with no information identifying the client. He also noted that Ms. Marcello could not have violated the ACA code regarding dual relationships because she was the client in the alleged dual relationship, not the therapist.

Following review and discussion by committee members, Mr. Bowden moved, seconded by Ms. Brown, to recommend to the Board that there is no violation of A.R.S. 32-3251(10) and to dismiss this complaint as unsubstantiated. The motion passed unanimously.

The committee took a break at 10:29 and reconvened its regular meeting at 10:34.

D. 2002-0024, Christine Packard, CC-1693

Ms. Reynolds summarized the facts of the case. Ms. Reynolds reported that committee members were previously provided all documentation relating to this complaint. The complainant and Ms. Packard appeared in person and addressed the committee.

Following review and discussion by committee members, Mr. Bowden moved, seconded by Ms. Brown, to recommend to the Board that there is no violation of A.R.S. 32-3251(10) and to dismiss this complaint as unsubstantiated. The motion passed unanimously.

E. Jacqueline Bowen-Carlson, applicant

Ms. Reynolds summarized the facts of the case. Ms. Bowen-Carlson appeared telephonically and addressed the committee.

Following review and discussion, committee members agreed to accept the background information provided without further review.

F. Teresa O'Brien, CC-1941

Ms. Reynolds summarized information received from the professional. Following review and discussion, committee members agreed not to open a complaint.

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

A. AASCB Conference report

Mr. Brown reported that the conference addressed several issues. Ms. Brown has information available regarding establishment of guidelines for internet counseling, effectiveness of discipline, standardization of supervision guidelines, homeland security, and HIPPA standards.

6. Report from the Executive Director and/or staff

A. General Agency Operations

B. Update on licensure

The first hearing on the licensure bill is Thursday, January 30th, before the House Health Committee. Ms. Rinaudo reported that requests for exemptions continue to come forward. Compromises are being discussed regarding tribal issues.

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 Ms. Brown, to approve the consent agenda reviewed by Mr. Bowden granting Francine Akins-Arbuckle, Annie Tayah, Donald Orblum, Susan Carlson and Nasser Curi 60-day administrative deficiency extensions. The motion passed unanimously.

11. Review, consideration and action of applications for reassessment

Susan Vettor (7/30/02)

Following review of additional documentation, committee members agreed that Ms. Vettor will meet the requirements for Certified Professional Counselor after providing a passing score on the required exam.

12. Review, consideration and action of applications for certification

Mr. Bowden recused himself from all matters involving Ms. Doehrer

A. Renee Doehrer (substance abuse certification applicant)

Ms. Rinaudo summarized the facts of the application and subsequent documentation submitted by Ms. Doehrer.

Following discussion and review, Ms. Aumack moved, seconded Ms. Brown, to deny the appeal based on the fact that Ms. Doehrer has not submitted any acceptable evidence of four years of professionally supervised work experience. The motion passed unanimously.

B. Susan Charlton

Removed from agenda.

Independent Contractors

Kathleen McGuire

Ms. Rinaudo presented documentation submitted by Ms. McGuire. Ms. McGuire appeared telephonically and admitted that she discussed at least two clients with Dr. Gray without a release of information to do so from the clients.

Following review and discussion by committee members, Ms. Aumack moved, seconded by Ms. Brown, to open a complaint regarding breach of confidentiality issues. The motion passed unanimously.

Ms. Aumack moved, seconded by Ms. Brown, to amend the previous motion to add to the basis of the complaint a possible violation of the independent practice prohibition. The motion passed unanimously.

Further consideration of the application file will be postponed until final disposition of the complaint.

James Afremow

Committee members reviewed the independent contractor documentation submitted by the professional and found it acceptable.

Carole Groux

Committee members reviewed the independent contractor documentation submitted by the professional and found it acceptable.

Laura Kofman

Committee members reviewed the independent contractor documentation submitted by the professional and found it acceptable.

Appeals

➤ *Ellen Dugan, October 25, 2002, initial denial*

Following further review, members agreed that the professional does not meet the requirements for Certified Professional Counselor.

➤ *Beatrice Raymond, October 25, 2002, initial denial*

Tabled

➤ *Patricia O’Mealey, September 27, 2002, initial denial*

Following further review, members agreed that the professional does not meet the requirements for Certified Associate Counselor. Ms. O’Mealey will submit a letter from her professor and the papers she wrote for class to substantiate the fourth trimester of the multicultural requirement.

The committee reviewed files from 1:20 – 2:55 p.m.

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

Laura Kofman	Janet Boberg	DeeDee Bassil
James Afremow	Darsi Axford-Hollingshead	Jennifer Siozos
Carole Groux	Susan Lefebvre	Lana Bentley
Sheila Babendir		

The motion passed unanimously.

Ms. Brown moved, seconded by Ms. Aumack, to recommend to the Board to approve Jacquelyn Bowen-Carlson, Cynthia Criss, Susan Vettor and Georgann Robinson as Certified Professional Counselors after providing a passing score on the required exam. The motion passed unanimously.

Ms. Brown moved, seconded by Ms. Jernigan, to recommend to the Board to approve Marjorie Coffaro, Nancy Taylor, Sarah Dowell and Barbara Grady as Certified Associate Counselors. The motion passed unanimously.

Ms. Brown moved, seconded by Ms. Jernigan, to recommend to the Board to approve Nancy Forney, Francine Akins-Arbuckle, Tracy Dunlop, and Susan Kolb as Certified Associate Counselors after providing a passing score on the required exam. The motion passed unanimously.

Ms. Aumack moved, seconded by Ms. Brown, to deny Annie Tayah, Dianna Bertout, Kathryn Forsyth and Catherine Leavitt for uncorrectable deficiencies. The motion passed unanimously.

Cornelia Prestwood, Mary Gwinn and Patricia O’Mealey were found to be committee deficient.

13. Future agenda items

None

14. Call for public comment

None

15. Establishment of future meeting date(s)

The next meeting is scheduled for February 28, 2002, at 9:00 a.m. in room B-2.

16. Adjournment

Ms. Aumack moved, seconded by Ms. Brown, to adjourn. The motion passed unanimously and the meeting was adjourned at 3:04 p.m.

Diane Pruetz
Secretary/Treasurer

Date