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JANET NAPOLITANO
Governor

DEBRA RINAUDO
Executive Director

COUNSELING CREDENTIALING COMMITTEE MEETING MINUTES
Friday, May 23, 2003

Members Present: Kirk Bowden, Lisa Aumack, Susan Jernigan, Carolyn Brown (9:07)

Members Absent: Diane Pruetz

Staff Present: Debra Rinaudo, Marc Harris, A.A.G., Patricia Reynolds, Tina Zepeda, Doreen Romney, Mary Wilson

Public Present: Mary Frederick, Sheila Babendir, Yvonne Moore, David Baab, Gordon Lewis, Phyllis Grossman, Emmett Frederick

Public by telephone: MaryAnn Zimmerman

1. Call to Order

The meeting was called to order on May 23, 2003, at 9:03 a.m. with Mr. Bowden presiding.

2. Roll Call

See above.

3. Review and Approval of Minutes

Tabled

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

A. 2003-0004, Phyllis Grossman, CC-1814

Ms. Reynolds summarized the facts of the complaint. The complainant was noticed but did not appear. The professional 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 to dismiss the complaint as unsubstantiated. The motion passed unanimously.

B. 2003-0005, Sheila Babendir, CC-10664

Ms. Reynolds summarized the facts of the complaint. The complainant, Mary Frederick, appeared and addressed the committee. The professional appeared in person and addressed the committee. Emmett Frederick, the professional's ex-husband and complainant's current husband, appeared in person and addressed the committee on behalf of the professional.

Mr. Bowden moved, seconded by Ms. Brown, 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 10:26 a.m., reconvening its regular meeting at 10:33 a.m.

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

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

Ms. Reynolds summarized the facts of the complaint. Ms. Reynolds asked the committee to clarify its findings that Dr. Baab violated A.R.S. § 32-3251(10).

Dr. Baab and his attorney, Mr. Lewis, appeared in person and addressed the committee. The complainant was noticed but did not appear.

Following review and discussion by committee members, Mr. Bowden moved, seconded by Ms. Brown, to recommend to the Board to find a violation of A.R.S. § 32-3251(10)(i) as it relates to the ACA Code of Ethics A(1)(c) and B(4)(a) based on the professional's failure to maintain a signed counseling plan. The motion passed unanimously.

Following review and discussion by committee members, Mr. Bowden moved, seconded by Ms. Brown, to recommend to the Board to find a violation of A.R.S. §32-3251(10)(i) as it relates to the ACA Code of Ethics (B)(2)(b), based on Dr. Baab revealing the parentage and abuse of one sibling in front of another sibling and a violation of A.R.S. §32-3251(10)(e), betraying a professional confidence. The motion passed unanimously.

Mr. Bowden moved, seconded by Ms. Brown, to recommend to the Board to modify the consent agreement to reflect these findings and to reflect that the supervisor can be a master's or higher level. The motion passed unanimously.

The committee took a break from 11:56 to 12:01 p.m.

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

A. A.A.G. member training

Mr. Harris, A.A.G., provided members with a script for conducting informal meetings to investigate allegations of unprofessional conduct. Mr. Harris indicated that the script should be used, even if there are multiple cases in one meeting, to ensure consistency in committee reviews.

Mr. Harris reviewed the appearance of fairness guidelines that highlight the processes and decorum for meetings. Members treat all people fairly by focusing on the facts, the law and the history of handling similar cases. Mr. Harris reminded members that they have the ability to request an executive session for legal advice at any time.

B. Curriculum grid review

Tabled

6. Report from the Executive Director and/or staff

A. General Agency Operations

Ms. Rinaudo reported that the Governor's office is conducting efficiency reviews of every agency, including all boards and commissions. When the reviews have been completed, possible consolidation of boards will be addressed.

B. Update on licensure

Ms. Rinaudo reported that the agency continues to receive increased numbers of applications. The agency is preparing for an additional increase in applications when the licensure windows of opportunity open.

Ms. Rinaudo reported that rules to enforce the new statute must be written prior to July 1, 2004. Ms. Rinaudo will request that the Board set up an informal workgroup to begin the process of compiling draft rules for review and comment by interested parties.

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 reassessment extensions to Jay Schinke and Margaret St. Clair, a 60-day extension to Charles Burns and a second 60-day extension to Mary Schaper. The motion passed unanimously.

11. Review, consideration and action of applications for reassessment

Linda Rodgers, October 25, 2002, initial denial

Following further review, members agreed that the professional meets the requirements for Certified Professional Counselor.

12. Review, consideration and action of applications for certification

Appeals

➤ *Nisha Pershad, March 28, 2003, initial denial*

Following further review, members agreed that the professional has met the counseling theory curriculum requirement.

➤ *Paula Tanis, March 28, 2003, initial denial*

Tabled at the professional's request.

Independent Contractor Supervised Hours

Yvonne Moore

Committee members requested that the Salvation Army verify in writing that clients are advised in writing that they are clients of the Salvation Army, that the professional is required to follow the Salvation Army's clinical policies and procedures, and that all client records belong to the Salvation Army. The committee also requested verification of the Salvation Army's OBHL license.

MaryAnn Zimmerman

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

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

Beth Valdez	MaryAnn Zimmerman	Susan David	Daniel Mitchell
Helen Leonard	Robin Levenstone	Julianna Hamilton	Pamela Chambers
Steve Roy	Melissa Mann	Laura Irish	Meloney Nunez
Willis Beasley	Julie Kaplan	Kaye Hunt	Crisini Tomashtik
Linda Rodgers			

The motion passed unanimously.

Ms. Brown moved, seconded by Ms. Allanson, to recommend to the Board to approve Christina Kelley as a Certified Professional Counselor after providing a passing score on the required exam. The motion passed unanimously.

Ms. Brown moved, seconded by Ms. Allanson, to recommend to the Board to approve Patricia York, Jacquelyn Mitra, Susan Powers, Janice Hawkins and Laurel Vorndam as Certified Associate Counselors. The motion passed unanimously.

Ms. Brown moved, seconded by Ms. Aumack, to recommend to the Board to approve Susan Powers, Teresa Martinez, Nisha Pershad and Christine Haskell as Certified Associate Counselors after providing a passing score on the required exam. The motion passed unanimously.

Ms. Brown moved, seconded by Ms. Aumack, to deny Susan Franks, Andrea Bush-Ttldsley and Donald Arnsten based on uncorrectable deficiencies. The motion passed unanimously.

Rita Gail Edwards

Ms. Rinaudo reported that the professional is the owner and director of a charter school and her supervised work experience and clinical supervision documentation was provided by one of her employees.

Following review and discussion by committee members, Ms. Aumack moved, seconded by Ms. Brown, to deny the application because the professional's work as director of a school does not meet requirements for supervised work experience in counseling and the supervisor's status as the professional's employee disqualifies her from serving as a supervisor. The motion passed unanimously.

Catherine Jane Martin

Ms. Rinaudo reported that the professional received her masters degree in 1995 and was in private practice while certified as a Certified Baccalaureate Social Worker. The professional has submitted her work as a university research specialist to satisfy the supervised work experience requirement.

Following review and discussion by committee members, it was requested that the professional submit client records, the supervisor's contemporaneous documentation of clinical supervision, employee evaluations and W-2's to verify hours of employment.

13. Future agenda items

None

14. Call for public comment

None

15. Establishment of future meeting date(s)

The next meeting is scheduled for June 27, 2003, 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 2:40 p.m.

Diane Pruetz
Secretary/Treasurer

Date