



STATE OF ARIZONA  
BOARD OF BEHAVIORAL HEALTH EXAMINERS  
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JANET NAPOLITANO  
Governor

GAIL CHASE  
Board Chair

DEBRA RINAUDO  
Executive Director

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COUNSELING CREDENTIALING COMMITTEE  
**NOTICE OF AGENDA & PUBLIC MEETING**  
Scheduled for Friday, November 21, 2003 at 12:30 PM  
1400 West Washington, Room B-2, Phoenix, Arizona

1<sup>st</sup> amended (11/18/03)

Pursuant to A.R.S. Sec. 38-431.02, notice is hereby given to the general public and to members of the Counseling Credentialing Committee that the Committee will hold a regular meeting open to the public on the date and at the time indicated above. (The meeting room is located in the basement of the building.)

The Committee reserves the right to change the order of items on the agenda, except for those matters set for a specific time.

The Committee, upon majority vote of a quorum of the members, may hold an Executive Session on any item on the agenda, where applicable, for purposes of reviewing and discussing confidential records, to obtain legal advice and/or to consider its position and instruct its attorneys pursuant to A.R.S. § 38-431.03(A)(2), (3) and (4). Executive Sessions are not open to the public.

Americans with Disabilities Act: Persons with a disability may request a reasonable accommodation, such as a sign language interpreter or a copy of this document in alternative format, by contacting Mary Wilson at 602-542-1832 or the TDD number at 800-367-8939.

The agenda for the meeting is as follows:

1. **Call to order**
2. **Roll call**
3. **Review and approval of minutes**
  - A. *October 24, 2003, general meeting minutes*
4. **Review, consideration and action of complaints and other disciplinary matters**

The Committee may go into executive session to discuss records exempt from public inspection pursuant to A.R.S. Sec. 38-431.03.A.2 or to obtain legal advice pursuant to A.R.S. Sec. 38-431.03(A)(3).

  - A. *2003-0032, Diane Genco, CC-1330*  
Informal meeting for review, consideration and action.
  - B. *2003-0042, Dale Litwiller, CC-10433*  
Informal meeting for review, consideration and action.
  - C. *2003-0043, Linda Slone, CC-0042*  
Informal meeting for review, consideration and action.
5. **Report from the Committee Chair**

The Committee may go into executive session to obtain legal advice pursuant to A.R.S. Sec. 38-431.03(A)(3).

  - A. *Curriculum grid review*
  - B. *Review, consideration and possible action regarding approval of on-line courses to satisfy Board ordered coursework.*
  - C. *Review, consideration and possible action on appointment of delegate to the American Association of State Counseling Boards' conference*

- 6. Report from Executive Director and/or staff**  
The Committee may go into executive session to obtain legal advice pursuant to A.R.S. Sec. 38-431.03(A)(3).  
*A. General agency operations*  
*B. Review, consideration and action regarding development of licensure rules*
- 7. Board and committee reports (discussion and possible action)**  
*None*
- 8. National and regional trends and news regarding the profession(s)**
- 9. Review, consideration and action of applications for renewal**  
The Committee may go into executive session to obtain legal advice pursuant to A.R.S. Sec. 38-431.03(A)(3).  
*None*
- 10. Review, consideration and action of consent agenda for inactive, extension and exam accommodation requests**  
*A. Laura Waterman, 60-day extension*  
*B. Robin Pfohl, 60-day extension*  
*C. Anna Marie Brooks, 60-day extension*  
*D. Constance Danks, 60-day extension*  
*E. Irma Arenas Perez, 60-day extension*  
*F. Shannon Moreno, 60-day extension*  
*G. Janice Clever, 60-day extension*  
  
*Kathleen Hogan-Brink, inactive status*
- 11. Review, consideration and action on applications for reassessment**  
*A. Sue Carlson, (4/25/03)*  
*B. Donna Turner Lutman, (12/20/02)*
- 12. Review, consideration and possible action on applications for certification**  
*Names of applicants to be reviewed are posted in the Main Lobby of 1400 West Washington, Phoenix, AZ at least twenty-four (24) hours prior to the meeting.*  
  
*A. Constance Danks*  
Review, consideration and action regarding answering “yes” to background questions (1), (2), (3), (4) and (10) on the certification application.  
  
Appeals  
*1. Sarah Matheson, initial denial 9/26/03*  
*2. Jacqueline Kahn, initial denial 9/26/03*  
*3. Anna Baker, initial denial 9/26/03*  
*4. Nola Gail, initial denial 9/26/03*  
*5. Wilma Long, initial denial 9/26/03*  
*6. Karen Freeman, initial denial 9/26/03*
- 13. Future agenda items**
- 14. Call for public comment**  
Those wishing to address the Committee do not need to request permission in advance; however, the Committee may limit those persons speaking during this time to a reasonable number on any given public matter. In addition, each person wishing to address the Committee will be given five (5) minutes to do so. Pursuant to A.R.S. § 38-431.02(H), the Committee can only take action on matters listed on the agenda. Action on public comment matters that are not listed on the agenda will be limited to directing staff to study the matter or to schedule the matter for further discussion at a later date.
- 15. Establishment of future meeting date(s)**  
*A. December 9, 2003, at 1:00 p.m. in room B-3.*  
*B. December 19, 2003, at 12:30 p.m. in room B-2.*
- 16. Adjournment**

November 18, 2003

Debra Rinaudo  
Executive Director