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BOARD OF BEHAVIORAL HEALTH EXAMINERS
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JANET NAPOLITANO
Governor

MICHAEL SALAZAR
Board Chair

DEBRA RINAUDO
Executive Director

COUNSELING CREDENTIALING COMMITTEE MEETING MINUTES
Friday, October 22, 2004

Members Present: Susan Jernigan, Laura Waterman, Diane Pruetz

Members Absent: William Martin, Carolyn Brown

Staff Present: Debra Rinaudo, Marc Harris, A.A.G., Kami Thur, Doreen Romney, Mary Wilson, Becky Edstrom

Public Present: Lisa Shapiro, Christine Lash, Kathy Reiger, Cathy Cousineau, Derek Glendale, Leigh Ann Oman, Gina Montfoort, Randy Koeppan, Mary Hofkes, Brad Evatt, Valerie Kemper, Nanette Burton, Nancy Williams, Brandi Ferrari-Lyons, Robert Boothby, Andres Bustamante

Public by telephone: Traci McGinnis, Robert Givens, Christi Stice

1. Call to Order

The meeting was called to order on October 22, 2004, at 9:03 a.m. with Ms. Pruetz presiding.

2. Roll Call

See above.

3. Review and Approval of Minutes

The September 24, 2004, general meeting minutes were tabled due to lack of quorum.

The September 24, 2004, executive session minutes were tabled due to lack of quorum.

The October 12, 2004, general meeting minutes were tabled due to lack of quorum.

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

A. 2003-0020, Cathy Cousineau, LPC-2553

Ms. Thur summarized the facts of the complaint and the results of her investigation. The professional appeared in person and addressed the committee.

Following review and discussion, Dr. Waterman moved, seconded by Ms. Jernigan, to recommend to the Board to dismiss the complaint based upon a finding that there is not a preponderance of evidence to support the allegations. The motion passed unanimously.

B. 2003-0031, Mary Hofkes, LPC-2441

Ms. Rinaudo summarized the facts of the complaint and the results of the investigation. The professional appeared in person and addressed the committee.

The complainant appeared in person and addressed the committee regarding the fact that she approved Ms. Hofkes to use of her agency's office to see church clients. She objected to Ms. Hofkes creating a billing document showing the agency as the provider for services Ms. Hofkes provided to her church clients.

Following review and discussion, Dr. Waterman moved, seconded by Ms. Jernigan, to recommend to the Board to find a violation of A.R.S. §32-3251(10)(e), betraying a professional confidence, based upon the professional's creation of a billing document indicating that West Valley Psychological Services was the treatment provider for services Ms. Hofkes provided to her private practice clients, which led to the disclosure of the clients' confidential behavioral health information to West Valley Psychological Services, and to offer a consent agreement that stipulates the following:

- completion of 3 clock hours of continuing education in clinical recordkeeping within one year from the date of the order
- completion of 3 clock hours of continuing education in professional ethics within one year from the date of the order
- all costs will be borne by the professional

The motion passed unanimously.

C. Cynthia Zahn, LPC-0372

Ms. Thur summarized the results of her investigation into the professional's self-report of a disability. The professional addressed the committee telephonically.

Ms. Zahn informed the committee that she is on new medication and is now able to work.

Following review and discussion, Dr. Waterman moved, seconded by Ms. Jernigan, to authorize the renewal subject to receipt of a letter from the professional's physician stating she can practice safely and competently. The motion passed unanimously.

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

A. Use of embedded coursework to meet requirements

Tabled

6. Report from the Executive Director and/or staff

No report

7. Report from the Board and other committees

No report

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

None

9. Review, consideration and action regarding supervision/work experience exemptions

A. Maynard Bell

Dr. Waterman moved, seconded by Ms. Jernigan, to approve Laura Emilene as clinical supervisor. The motion passed unanimously.

10. Review, consideration and action of applications for renewal

None

11. Review, consideration and action regarding requests for inactive status, deficiency extensions and exam extensions via consent agenda

Dr. Waterman moved, seconded by Ms. Pruetz, to approve the consent agenda as reviewed by Ms. Jernigan, granting 60-day deficiency extensions to Dana Holz, Karen Freeman and Andee Bufkin. The motion passed unanimously.

12. Review, consideration and action regarding exam accommodation requests

A. Anita Carter

Ms. Jernigan moved, seconded by Dr. Waterman, to approve the professional's request for exam accommodations. The motion passed unanimously.

B. James Wagner

Dr. Waterman moved, seconded by Ms. Jernigan, to approve the professional's request for exam accommodations. The motion passed unanimously.

13. Review, consideration and action on applications for reassessment

None

14. Review, consideration and action on applications for licensure

A. Lisa Shapiro

Ms. Rinaudo reported that the professional's application was committee deficient on June 30, 2004, and became a pending licensure application on July 1, 2004. The professional completed the deficiencies under her licensure application and was approved pending passage of exam. Ms. Shapiro requested that the committee waive the exam requirement under licensure.

Following review and discussion, Ms. Jernigan moved, seconded by Dr. Waterman, to deny the request for an exam waiver. The motion passed unanimously.

B. Andres Bustamante

Ms. Rinaudo reported that the professional has a CPC application pending and was recently licensed as a Licensed Independent Substance Abuse Counselor (LISAC). During the review of his CPC application, a copy of a Certified Professional Counselor certificate in Mr. Bustamante's name was discovered in his personnel file at Hardin and Associates. The certificate number corresponded to a certificate issued to another professional. The Substance Abuse Credentialing Committee opened a complaint against the professional based on this information.

Mr. Bustamante appeared in person and addressed the committee.

After review and discussion, Dr. Waterman moved, seconded by Ms. Jernigan, to deny the CPC application based upon the lack of a course in core curriculum area Counseling Theory, lack of the required 3200 hours of supervised work experience in counseling, and based on a violation of A.R.S. §32-3251(10)(b), use of fraud or deceit in connection with rendering services as a certified behavioral health professional, and A.R.S. §32-3251(10)(l), violating any provision of this chapter, as it relates to A.R.S. §32-3286, based on the professional's creation and use of a fraudulent CPC certificate. The motion passed unanimously.

C. Norma Reed

Ms. Rinaudo reported that the professional's certification application was pended on June 30, 2004, because deficiencies in documentation regarding supervision had not been corrected. The professional's application was administratively reviewed under licensure standards and she subsequently submitted completed licensure supervision forms. Ms. Reed has a complaint pending.

Committee members reviewed the file under licensure standards. Following review and discussion, members found that the applicant does not have a counseling degree as defined pursuant to A.A.C. R4-6-501. Additionally, members found that the applicant failed to provide sufficient information to establish that she meets work experience requirements.

Further consideration of the application was tabled pending resolution of the pending complaint.

Appeals

Christi Stice

Ms. Rinaudo reviewed the documentation submitted to satisfy the deficiencies in clinical supervision. The professional appeared telephonically and addressed the committee.

After review and discussion, Dr. Waterman moved, seconded by Ms. Jernigan, to deny the appeal based upon continuing clinical supervision deficiencies. The motion passed unanimously.

Sally Stumpf

Ms. Rinaudo reviewed the additional documentation submitted in support of the appeal. The professional appeared in person and addressed the committee.

Following review, members agreed that the applicant meets requirements as a Licensed Professional Counselor.

Laura Sokol

Ms. Pruetz moved, seconded by Ms. Jernigan, to table this matter. The motion passed unanimously.

Robert Given

Ms. Rinaudo reviewed the documentation submitted to satisfy curriculum deficiencies. The professional appeared telephonically and addressed the committee.

After review and discussion, Dr. Waterman moved, seconded by Ms. Jernigan, to deny the appeal based upon the applicant not having a degree in counseling as defined pursuant to A.A.C. R4-6-501. The motion passed unanimously.

Jamie Zink

Ms. Rinaudo reviewed the documentation submitted to satisfy curriculum deficiencies.

After review and discussion, Dr. Waterman moved, seconded by Ms. Jernigan, to deny the appeal based upon continuing curriculum deficiencies in core curriculum areas Multi-Cultural Foundations and Professional Ethics. The motion passed unanimously.

Tracy McGinnis

Ms. Rinaudo reviewed the documentation submitted to satisfy supervised work experience deficiencies. The professional appeared telephonically and addressed the committee.

After review and discussion, Dr. Waterman moved, seconded by Ms. Jernigan, to deny the appeal based upon continuing deficiencies in supervised work experience. The motion passed unanimously.

Nancy Williams

Ms. Rinaudo reviewed the documentation submitted to satisfy curriculum deficiencies. The professional appeared in person and addressed the committee.

After review and discussion, Dr. Waterman moved, seconded by Ms. Jernigan, to deny the appeal for continuing curriculum deficiencies in core content areas Multi-Cultural Foundations and Professional Ethics. The motion passed unanimously.

Brandi Ferrari-Lyons

Ms. Rinaudo reviewed the documentation submitted to satisfy supervised work experience and clinical supervision deficiencies. The professional appeared in person and addressed the committee.

After review and discussion, Dr. Waterman moved, seconded by Mr. Jernigan, to deny the appeal based upon continuing deficiencies in clinical supervision. The motion passed unanimously.

Marika Marks

Ms. Rinaudo reviewed the documentation submitted to satisfy curriculum deficiencies. The professional was noticed, but did not appear.

Following review, members agreed that the applicant meets requirements as a Licensed Associate Counselor.

Robert Boothby

Ms. Rinaudo reviewed the documentation submitted to satisfy curriculum deficiencies. The professional appeared in person and addressed the committee.

Following review, members agreed that the applicant meets requirements as a Licensed Professional Counselor.

Mary Ryan

Ms. Rinaudo reviewed the documentation submitted to satisfy curriculum deficiencies. The professional was noticed, but did not appear.

After review and discussion, Ms. Pruetz moved, seconded by Dr. Waterman, to deny the appeal based upon continuing curriculum deficiencies. The motion passed unanimously.

Sharon Silva

Ms. Rinaudo reviewed the documentation submitted in support of the appeal. The professional was noticed, but did not appear.

After review and discussion, Dr. Waterman moved, seconded by Ms. Jernigan, to deny the appeal based upon continuing deficiencies in work experience. The motion passed unanimously.

Nanette Burton

Ms. Rinaudo reviewed the documentation submitted to satisfy the curriculum deficiency. Ms. Burton appeared in person and addressed the committee.

Following review, members agreed that the applicant meets requirements as a Licensed Professional Counselor.

Larry Brimm

Ms. Rinaudo reviewed the documentation submitted to satisfy deficiencies in work experience. The professional was noticed, but did not appear.

Following review, members agreed that the applicant meets requirements as a Licensed Professional Counselor.

Kathleen Tobin

Ms. Rinaudo reviewed the documentation submitted to satisfy curriculum deficiencies. Ms. Tobin appeared in person and addressed the committee.

After review and discussion, Ms. Jernigan moved, seconded by Dr. Waterman, to deny the appeal based upon continuing curriculum deficiencies. The motion passed unanimously.

Dr. Waterman moved, seconded by Ms. Jernigan, to recommend to the Board to approve Sally Stumpf, Robert Boothby, Nanette Burton and Larry Brimm as Licensed Professional Counselors pursuant to the successful appeal of their certification applications. The motion passed unanimously.

Dr. Waterman moved, seconded by Ms. Jernigan, to recommend to the Board to approve Marika Marks as a Licensed Associate Counselor pursuant to the successful appeal of her certification application. The motion passed unanimously.

Dr. Waterman moved, seconded by Ms. Jernigan, to recommend to the Board to approve Kathleen Parker and Maureen O'Connor as Licensed Professional Counselors. The motion passed unanimously.

Dr. Waterman moved, seconded by Ms. Jernigan, to recommend to the Board to approve Susan Schuster and Marvin Hillyard as Licensed Professional Counselors after providing a passing score on the required exam. The motion passed unanimously.

Dr. Waterman moved, seconded by Ms. Jernigan, to recommend to the Board to approve the following ten applicants as Licensed Associate Counselors:

Vera Gergely	Debra Low	Michele M. Hershey	Tracey Fredericken
Andrea Rayne	Brianna Fox	Andrea Lambert	Kimberly Oyen
Kathleen Curtis	Bernice Macias		

The motion passed unanimously.

Dr. Waterman moved, seconded by Ms. Jernigan, to recommend to the Board to approve James Wagner, Shelley Stisser, Julie McCrimmen and Eileen Piper as Licensed Associate Counselors after providing a passing score on the required exam. The motion passed unanimously.

Dr. Waterman moved, seconded by Ms. Jernigan, to recommend to the Board to approve Carol Anderson as a Licensed Associate Counselor upon the receipt of a favorable verification of a fingerprint card. The motion passed unanimously.

Dr. Waterman moved, seconded by Ms. Jernigan, to deny Jason Fierstein, Elizabeth Faulkner and Roxanna Gonzalez based on uncorrectable deficiencies. The motion passed unanimously.

15. Future agenda items

- A. Meetings in other cities
- B. Possible revision of R4-6-212(I)

16. Call for public comment

None

17. Establishment of future meeting dates

The next meetings are scheduled for Wednesday, November 3, 2004, and Tuesday, November 16, 2004, in the Department of Administration building, 100 N. 15th Avenue, Room 204.

18. Adjournment

Dr. Waterman moved, seconded by Ms. Jernigan, to adjourn. The motion passed unanimously and the meeting adjourned at 3:56 p.m.

Susan Jernigan
Secretary/Treasurer

Date