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JANET NAPOLITANO  
Governor

DEBRA RINAUDO  
Executive Director

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SUBSTANCE ABUSE CREDENTIALING COMMITTEE MEETING MINUTES  
Friday, May 16, 2003

Members Present: Michael Salazar, Jim Roth, Diane Pruetz, Del Worley (9:06), Geri Sosa (left at 9:43)

Staff Present: Patricia Reynolds, Marc Harris, A.A.G., Mary Wilson

Public Present: Donice Green, Robert Lev

**1. Call to Order**

The meeting was called to order on May 16, 2003, at 9:01 a.m. with Mr. Salazar presiding.

**2. Roll Call**

See above.

**3. Review and Approval of Minutes**

Mr. Roth moved, seconded by Mr. Pruetz, to approve the general meeting minutes from April 18, 2003. The motion carried with Mr. Salazar abstaining.

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

*A. Deana Johnson, SA applicant*

Ms. Reynolds summarized the facts of the application. Ms. Johnson disclosed a former complaint when completing the background questions and provided documentation regarding a complaint for providing DUI treatment at an unlicensed agency. Ms. Johnson discontinued her DUI services immediately upon notice from the Office of Behavioral Health Licensure.

Ms. Reynolds reviewed documentation from client files that Ms. Johnson submitted at this meeting specifically regarding the clients that had fulfilled probation requirements by attending her classes and treatment.

Ms. Johnson appeared in person and addressed the committee. Ms. Johnson answered committee member's questions.

Following review and discussion by committee members, Mr. Roth moved, seconded by Ms. Pruetz, to recommend to the board to accept certification if all other requirements have been met and based on the professional's acceptance of a consent agreement that stipulates the completion of a graduate level ethics course pre-approved by the committee chair to be completed within 6 months of certification. The motion passed unanimously.

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

*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.

**6. Report from the Executive Director and/or staff**

*A. General Agency Operations*

*B. Update on licensure*

See Executive Director's written report.

**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 supervision/work experience and/or exemptions**

None

**10. Review, consideration and action regarding renewals**

*A. Donice Green, SA-1553*

Ms. Worley recused herself from all matters involving Ms. Green.

Ms. Reynolds summarized the facts of the renewal. Ms. Green answered background questions (g) and (j) "yes" on her renewal application. This matter was continued from the April meeting so the professional could attend to answer questions from committee members.

Ms. Green appeared in person and addressed the committee answering questions regarding the inconsistencies.

Following review and discussion by committee members, Mr. Roth moved, seconded by Ms. Pruetz, to recommend to the Board to renew the certification based on the professional's acceptance of a consent agreement that stipulates completion of a graduate level 3-semester credit hour ethics course pre-approved by the committee chair within six months of acceptance of the consent agreement. The motion passed unanimously.

*B. David Lopez, SA-0647*

Ms. Pruetz moved, seconded by Ms. Worley, to continue consideration based on the professional's request. The motion passed unanimously.

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

Ms. Pruetz moved, seconded by Mr. Roth, to approve the consent agenda reviewed by Ms. Sosa, granting the following:

|                          |   |
|--------------------------|---|
| <u>60-day extensions</u> | <u>2<sup>nd</sup> 60-day extensions</u> |
| Bill Muringham           | Glenn Schendel                          |
| Beverly Cornejo          | Mari Hill                               |
| Carol Edwards            |   |
| Andrea Lackner           | <u>Exam Extension</u>                   |
| Deana Johnson            | Amaechi Akpa                            |

The motion passed unanimously.

**12. Review, consideration and action of applications for reassessment**

None

**12. Review, consideration and action of applications for certification**

*A. Robert Lev – review of supervised work experience*

Ms. Wilson summarized the facts of the application, work history and work experience documentation. Mr. Lev appeared in person and addressed the committee regarding the substance abuse knowledge required for his employment at mortgage companies.

Mr. Roth moved, seconded by Ms. Pruetz, 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 and the committee went into executive session at 11:41 a.m. and reconvened their regular meeting at 11:45 a.m.

Committee members informed Mr. Lev his file will be reviewed at the end of the meeting and he will be notified in writing of their decision.

Ms. Pruetz moved, seconded by Mr. Roth, to recommend the following twenty-three applicants to the Board for certification:

|                     |                  |                    |                |
|---------------------|------------------|--------------------|----------------|
| Kim Morris          | Justin Phelps    | Laurie Johnston    | Leonard Ortega |
| Courtney Penniman   | Tonya Hancock    | Barbara Chana      | Robert Shelton |
| Valerie Parker-Vail | Marinez Niskey   | Elizabeth Faulkner | Mary Locke     |
| William Muringham   | Katherine Ledlie | David Brehmeyer    | Paul Hudson    |
| Teresa Kang         | Monika Czerski   | Betty Spering      | Nora Goldman   |
| Nanci Gainsforth    | Meagen Farley    | Larry Osmonson     |                |

The motion passed unanimously.

Ms. Pruetz moved, seconded by Mr. Roth, to recommend Christine Kenney, J.W. Brantley, Diane Higgins and Deborah Hoag to the Board for certification after receiving a passing score on the required examination. The motion passed unanimously.

Ms. Pruetz moved, seconded by Mr. Roth, to deny Robert Lev based on uncorrectable deficiencies. The motion passed unanimously.

**12. Future agenda items**

None

**13. Call for public comment**

None

**14. Establishment of future meeting date(s)**

The next meeting is scheduled for June 20, 2003, at 9:00 a.m. in room B-2.

**15. Adjournment**

Mr. Roth moved, seconded by Ms. Pruetz, to adjourn. The motion passed unanimously and the meeting was adjourned at 12:55 p.m.

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Geri Sosa  
Secretary/Treasurer

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Date