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BOARD OF BEHAVIORAL HEALTH EXAMINERS  
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JANICE K. BREWER  
Governor

DEBRA RINAUDO  
Executive Director

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SOCIAL WORK CREDENTIALING COMMITTEE MEETING MINUTES  
Friday, March 13, 2009

Members Present: Vicki Dawson, Douglas Mitchell, Stephen Lankton

Members by telephone: Teresa Menchaca (agenda 4-F only)

Staff Present: Debra Rinaudo, Marc Harris, A.A.G., Mary Wilson, Elma Brambila

**1. Call to Order**

The meeting was called to order on March 13, 2009, at 9:02 a.m. with Mr. Mitchell presiding.

**2. Roll Call**

See above.

**3. Review and Approval of Minutes**

Mr. Lankton moved, seconded by Ms. Dawson, to approve the general meeting minutes from the February 13, 2009, meeting, as submitted. The motion passed unanimously.

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

*Pending complaints represent unproven allegations. On investigation, many complaints are found to be without merit or not of sufficient seriousness to merit disciplinary action against the licensee and are dismissed. Action by the committee on all disciplinary matters is a recommendation only. All final decisions are made by the Board.*

Mr. Lankton reviewed the procedure for conducting informal meetings.

*A. 2008-0093, Karl Bauer, LCSW-0083*

Ms. Reynolds summarized the results of the Board's investigation.

The complainant was properly noticed, but did not appear.

The professional appeared in person and addressed the committee.

Following review and discussion by members, Mr. Lankton moved, seconded by Ms. Dawson, to recommend to the Board to find the following violations:

- A.R.S. §32-3251(12)(p), failing to conform to minimum practice standards as developed by the Board, as it relates to:
  - A.A.C. R4-6-1101, consent for treatment
  - A.A.C. R4-6-1103, client record
  - A.A.C. R4-6-1104, billing practice

The motion passed unanimously.

Following further discussion, Mr. Mitchell moved, seconded by Ms. Dawson, to recommend to the Board to offer a consent agreement that stipulates the following:

- The professional's license will be placed on probation for a period of 12 months
- The professional shall complete 3-clock hours of pre-approved continuing education in ethics and 3-clock hours of pre-approved continuing education in HIPPA recordkeeping regarding billing

- Clinical supervision by a pre-approved clinical supervisor licensed at the independent level
- Clinical supervision shall occur at least 1 hour twice weekly
- Clinical supervision shall focus on record reviews to ensure appropriate documentation/billing and assessment practices
- The clinical supervisor shall ensure the professional maintains records that comply with A.A.C. R4-6-1101, R4-6-1102, R4-6-1103 and R4-6-1104

and if not signed, to invite the professional to participate in a formal interview and, if not accepted, to remand the matter to formal hearing. The motion passed unanimously.

*B. 2008-0034, Jeanne Golden, LMSW-2797*

Ms. Reynolds summarized the results of the Board's investigation.

The complainant was properly noticed, but did not appear.

The professional appeared in person and addressed the committee.

Following review and discussion by members, Mr. Mitchell moved, seconded by Ms. Dawson, to recommend to the Board to dismiss the complaint. The motion passed unanimously.

*The committee took a break at 10:40 a.m., reconvening its public meeting at 10:45 a.m.*

*C. 2007-0064, Jennifer Hecker-DuVal, LMSW-11882*

Ms. Reynolds summarized the results of the Board's investigation.

The complainant was properly noticed, but did not appear.

The professional appeared and was available for questions.

Following review and discussion by members, Ms. Dawson moved, seconded by Mr. Lankton, to recommend to the Board to dismiss the complaint. The motion passed unanimously.

*D. 2008-0088, Ursula Mann, LCSW-10404*

Ms. Reynolds summarized the results of the Board's investigation.

The complainant appeared in person and addressed the committee.

The professional appeared in person and addressed the committee.

Following review and discussion by members, Mr. Lankton moved, seconded by Mr. Mitchell, to recommend to the Board to find the following violations:

- A.R.S. §32-3251(12)(p), failing to conform to minimum practice standards as developed by the Board as it relates to A.A.C. R4-6-1103(B)(9), a licensee shall ensure that the client record contains documentation of telephone, written or face-to-face contact with the client
- A.R.S. §32-3251(12)(t), disclosing a professional confidence except as may otherwise be permitted by a valid written release
- A.R.S. §32-3251(12)(l), any conduct, practice or condition that impairs the ability of the licensee to safely and competently practice the licensee's profession

The motion passed unanimously.

Following further discussion by members, Ms. Dawson moved, seconded by Mr. Lankton, to recommend to the Board to accept a consent agreement that stipulates the following:

- The professional's license will be placed on probation for a period of 12 months
- The professional shall complete 3-clock hours of pre-approved continuing education in ethics
- The professional shall complete 3-clock hours of pre-approved continuing education in HIPAA
- The professional shall complete the 6-clock hour NASW "Staying Out of Trouble" course or an equivalent course
- Early release is available upon completion of the coursework and upon the professional's request

and if not signed, to invite the professional to participate in a formal interview and, if not accepted, to remand the matter to formal hearing. The motion passed unanimously.

E. 2008-0070, Belinda Rouzaud, LCSW-10088

Ms. Reynolds summarized the results of the Board's investigation.

The complainant was properly noticed, but did not appear.

The professional appeared in person and addressed the committee.

Following review and discussion by members, Ms. Dawson moved, seconded by Mr. Lankton, to recommend to the Board to dismiss the complaint. The motion passed unanimously.

F. 2006-0127, Karen Torry Greene, LCSW-10653

Mr. Mitchell recused himself from all matters involving Ms. Torry Greene.

Ms. Reynolds summarized the results of the Board's investigation.

Rita Martinez from Southwest Behavioral Health was available for questions.

The professional and her attorney, James Shields, appeared in person and addressed the committee.

Kami Thur, Board Investigator, answered questions for members.

Following review and discussion by members, Ms. Dawson moved, seconded by Ms. Menchaca, to recommend to the Board to dismiss the complaint, issue a letter of concern and accept a non-disciplinary consent agreement that requires completion of 3 clock hours of continuing education in ethics and 3 clock hours in the NASW "Staying Out of Trouble" course or an equivalent course, to be completed within 6 months from the effective date of the consent agreement. The motion passed unanimously. Mr. Mitchell was recused from the vote.

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

No report

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

A. *General Agency Operations*

None

B. *Review, consideration and action regarding possible rule revisions*

Tabled

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 of supervision/work experience and/or exemptions**

A. *Marlene Sukiennik (Mary Legino, PhD-NE)*

Members reviewed information submitted in support of the request for a supervisor exemption.

Following review, Mr. Lankton moved, seconded by Ms. Dawson, to approve the supervisor exemption request for clinical supervision hours provided by Mary Legino, PhD-NE. The motion passed unanimously.

10. **Applications for reassessment**

None

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

Ms. Dawson moved, seconded by Mr. Mitchell, to approve the consent agenda, as reviewed by Mr. Lankton, granting a 60-day extension to Liat Johnson and inactive status to Richard Levon, G. DeDominics and Sara Novak. The motion passed unanimously.

**12. Review, consideration and action regarding exam accommodations, exam extensions and inactive extensions**

A. Larissa Boswell

Members reviewed information submitted in support of the request for an exam accommodation.

Following discussion by members, Mr. Mitchell moved, seconded by Ms. Dawson, to approve the request for an exam accommodation. The motion passed unanimously.

**13. Review, consideration and action regarding applications for licensure**

*The committee reviewed files from 11:21 a.m. through 11:54 a.m.*

Ms. Dawson moved, seconded by Mr. Lankton, to recommend to the Board to approve Roxanne Thomas as a Licensed Master Social Worker upon receipt of the required license issuance fee. The motion passed unanimously.

Ms. Dawson moved, seconded by Mr. Lankton, to recommend to the Board to approve Jane Richards and Marlene Sukiennik as Licensed Clinical Social Workers upon receipt of the required license issuance fee. The motion passed unanimously.

Ms. Dawson moved, seconded by Mr. Lankton, to recommend to the Board to approve the following 14 applicants as Licensed Master Social Workers after receiving a passing score on the required exam and upon receipt of the license issuance fee:

Timothy Lutes	Nicole Loeb	Carol Schlobohm	Danielle Epperson
Rosemary Martinez	Marla Abramowitz	Jennifer Buggeln	John Lahtinen
Gail Garcia	Sara Taylor	Karen Hernandez	Jeff Reed
Mary Powers	Stacey McDaris		

The motion passed unanimously.

Ms. Dawson moved, seconded by Mr. Lankton, to recommend to the Board to approve Jill Kerr and Marsha Smith-Ross as Licensed Clinical Social Workers upon receipt of a passing score on the required exam and receipt of the license issuance fee. The motion passed unanimously.

Ms. Dawson moved, seconded by Mr. Lankton, to recommend to the Board to approve Jaymie Kennedy and Verna Parker as Licensed Bachelor Social Workers upon receipt of a passing score on the required exam and receipt of the license issuance fee. The motion passed unanimously.

**14. Future agenda items**

Consent agreement terms

**15. Call for public comment**

None

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

The next meeting is scheduled for Friday, April 10, 2008, at 9:00 a.m. at 3443 North Central Avenue, 9<sup>th</sup> floor conference room.

**17. Adjournment**

Ms. Dawson moved, seconded by Mr. Lankton, to adjourn. The motion passed unanimously and the meeting was adjourned at 11:58 a.m.

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Steve Lankton  
Secretary/Treasurer

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Date