



STATE OF ARIZONA
BOARD OF BEHAVIORAL HEALTH EXAMINERS
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DOUGLAS A. DUCEY
Governor

TOBI ZAVALA
Executive Director

COUNSELING ACADEMIC REVIEW COMMITTEE MEETING MINUTES
Friday, March 22, 2019

Members Present: Kathleen Britton, Patricia Kerstner, Janet O'Connor

Staff Present: Tobi Zavala, Executive Director; Marc Harris, A.A.G.; Elma Brambila, Credentialing Specialist

1. **Call to Order**

The meeting was called to order on March 22, 2019 at 9:01 a.m., with Ms. Britton presiding.

2. **Roll Call**

See above.

3. **Review and Approval of Minutes**

A. February 25, 2019, general meeting minutes

Ms. O'Connor moved, seconded by Ms. Britton, to approve the February 25, 2019, general meeting minutes as submitted. The motion passed unanimously. Dr. Kerstner abstained.

4. **Report from Chair**

No report.

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

A. General Agency Operations

No report.

B. Discussion regarding crisis counseling

Members discussed their review process for applicants for independent licensure whose employment position includes crisis counseling. Members and staff discussed the necessity to review the actual services provided by the applicant to ensure that the services meet the statutory and regulatory requirements for licensure at the independent level.

C. Discussion regarding Argosy University

Ms. Zavala shared with members that Argosy has closed and there are approximately 110 counseling students that have been affected. Board staff has received a lot of calls and have been providing resources to students.

6. **Assistant Attorney General's Report: Marc Harris, A.A.G.**

No report.

7. **Supervisor exemption requests: review, consideration and action**

A. Kristen Jurgenson (Deborah Webster, outside clinical supervisor)

B. Monica Cawley (Deborah Webster, outside clinical supervisor)

C. Susan Kinkel (Deborah Webster, outside clinical supervisor)

Following review and discussion, Ms. O'Connor moved, seconded by Ms. Britton, to approve the request (7A-C) for an outside clinical supervisor. The motion passed unanimously.

8. Consent agenda: review, consideration and action regarding requests for deficiency extensions and examination

- A. *Sherri Sharkins, LAC Applicant (90 day exam extension)*
- B. *Tracey Cole, LAC Applicant (60 day deficiency extension)*
- C. *Samuel Wolde, LPC Applicant (60 day deficiency extension)*
- D. *Coleen Wooten, LPC Applicant (60 day deficiency extension)*

Ms. O'Connor moved, seconded by Dr. Kerstner, to approve the consent agenda as presented. The motion passed unanimously.

9. Consent agenda: review, consideration and action regarding applications requesting review under rules prior to November 1, 2015

None

10. Exam accommodation requests: review, consideration and action

None

11. Applications for licensure: review, consideration and possible action

- A. *Review, consideration, and possible action regarding applications for licensure*

Dr. Kerstner moved, seconded by Ms. O'Connor, to recommend to the Board to approve Gregory Yarbrough, Joanna Gill and Kimberly Molina as a Licensed Associate Counselor upon receipt of the required license issuance fee. The motion passed unanimously.

Ms. O'Connor moved, seconded by Dr. Kerstner, to recommend to the Board to approve the following 8 as Licensed Professional Counselors upon receipt of the required license issuance fee.

Lillie May Moore	Rani Trent	Jordan Rasmussen
Nevitta Mason	Michelle Rosenbalm	Caitlin Garber
Rebecca Branstetter	Michelle Figurski	

The motion passed unanimously.

Ms. O'Connor moved, seconded by Dr. Kerstner, to recommend to the Board to approve, Lisa Schmidt, Julie Knott and Jessica McCallum as Licensed Associate Counselors upon receipt of a passing score on the required exam and the required license issuance fee. The motion passed unanimously.

Ms. O'Connor moved, seconded by Dr. Kerstner, to recommend to the Board to deny Courtney Pratt based on her failure to establish that she meets minimum licensure requirements by endorsement. The motion passed unanimously.

Ms. Britton moved, seconded by Ms. O'Connor, to recommend to the Board to deny Grace Mendoza, based on her failure to establish that she meets minimum licensure requirements. The motion passed unanimously.

Ms. O'Connor moved, seconded by Dr. Kerstner, to recommend to the Board to approve Lisett Figueroa as a Licensed Substance Abuse Technician upon receipt of a passing score on the required exam and the required license issuance fee. The motion passed unanimously.

Following review, members requested additional information on the following applications:

Shawna Chesley-Kroh	William Flythe	Amy Christy
Rhonda Lake	Twyla Webster-Scott	Allison McGillivray
Tamara Clause		

B. Appeals

1. James McCreary, LAC applicant

Members reviewed the information regarding the appeal.

The applicant was properly noticed, but did not appear.

Following review and discussion, Ms. Britton moved, seconded by Ms. O'Connor, to accept PSY 7610 Test and Measurements; and PSY 6210 Introduction to Psychology for the category of Assessment and to recommend to the Board to deny the appeal based on continued curriculum deficiencies. The motion passed unanimously.

2. Suyapa Figueroa, LISAC Applicant

Members reviewed the information regarding the appeal.

The applicant appeared and addressed the committee.

Following review and discussion, Ms. O'Connor moved, seconded by Ms. Britton, recommend to the Board to deny the appeal based on continued supervised work experience and clinical supervision deficiencies. The motion passed unanimously.

12. Applications for educational programs: review, consideration and possible action.

None

13. Future agenda items

None

14. Call for public comment

No one was present to respond to the call for public comment.

15. Establishment of future meeting dates

The next meeting is scheduled for Friday, April 26, 2019, at 9:00 a.m., at 1740 West Adams St, Board Room C, Phoenix, AZ 85007.

16. Adjournment

Ms. O'Connor moved, seconded by Dr. Kestner, to adjourn. The motion passed unanimously and the meeting was adjourned at 12:28 p.m.

Patricia Kerstner
Secretary/Treasurer

Date