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BOARD OF BEHAVIORAL HEALTH EXAMINERS  
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DOUGLAS A. DUCEY  
Governor

TOBI ZAVALA  
Executive Director

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COUNSELING ACADEMIC REVIEW COMMITTEE MEETING MINUTES  
Friday, May 24, 2017

Members Present: Patricia Kerstner (out at 10:55 a.m.), Janet O'Connor, Kathleen Britton

Staff Present: Tobi Zavala, Executive Director; Elma Brambila, Credentialing Specialist

**1. Call to Order**

The meeting was called to order on May 24, 2017, at 9:01 a.m., with Dr. Kerstner presiding.

**2. Roll Call**

See above.

**3. Review and Approval of Minutes**

A. Dr. Kerstner moved, seconded by Ms. Britton, to approve the March 24, 2017, general meeting minutes as submitted. The motion passed unanimously.

**4. Report from Chair**

No report.

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

A. *General Agency Operations*

No report

B. *Discussion regarding review of applications as it relates to supervised work experience and clinical supervision*

Ms. Zavala notified members that staff may take applications as needed for independent licensure to other academic review committees as the requirements are similar and it will expedite the process.

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

No report.

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

*None*

**8. Applications for reassessment: Review, consideration and action**

*None*

**9. Consent agenda: review, consideration and action regarding requests for deficiency extensions**

Ms. Britton moved, seconded by Dr. Kerstner, to approve the consent agenda as presented granting 60-day extension to ReNisha Simpkins. The motion passed unanimously.

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

Ms. O'Connor moved, seconded by Dr. Kerstner, to approve the consent agenda as presented granting review under the rules effective prior to November 1, 2015, for Kelli Pacicco. The motion passed unanimously.

**11. Exam extension and/or accommodation requests: review, consideration and action**

None

**12. Applications for licensure: review, consideration and possible action**

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

*The Committee broke for lunch at 12:16 p.m., reconvening its public meeting at 1:02 p.m.*

Ms. O'Connor moved, seconded by Ms. Britton, to recommend to the Board to approve the following 13 applicants as Licensed Professional Counselors upon receipt of the required license issuance fee:

Tammy Brewer	George Moredock III	Gayla Lemley	Danielle Cutrer
Matthew Wheeler	Peter Tolhurst	Aradhana Chopra	Leticia Martinez
Kerry Kelly	Jessica Willmeng	Thomas Macewicz	Paul Buttermore
Lynnette Pina			

The motion passed unanimously.

Ms. Britton moved, seconded by Ms. O'Connor, to recommend to the Board to approve, Susan Barnes, Ashley Tozier, LaJuana Mitchell, Amanda Easton and Heidi Lasser as Licensed Professional Counselors by endorsement upon receipt of the required license issuance fee. The motion passed unanimously.

Ms. Britton moved, seconded by Ms. O'Connor, to recommend to the Board to approve Daquana Carter, Tamara Gahring and Kaira Loving as Licensed Associate Counselors upon receipt of the required license issuance fee. The motion passed unanimously.

Ms. Britton moved, seconded by Ms. O'Connor, to recommend to the Board to approve Mark Huey, Aura Ortiz, Heather Peacock, Glenda Tunnicliff and Ylanda Lindsey 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 Ms. Britton, to recommend to the Board to approve Caitlin Falum as a Licensed Associate Counselors upon receipt of a passing score on the required exam, the license issuance fee, and the Board's disposition of the background investigation. The motion passed unanimously.

Ms. O'Connor moved, seconded by Ms. Britton, to recommend to the Board to deny the following 10 based on failure to establish that they meet minimum requirements in education and/or supervised work experience.

Holly Hansen	Gary Susienka	Samuel Murphy	Mark Coppers
Rachael Peterson	Kimberly Craig	Tara Cleveland-Dickey	Brigitte Steinken
Patrick Thurman	Karen Ray		

The motion passed unanimously.

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

Jennifer Blake	Heather Ford	Antoinette Mallett
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Names of applicants whose files were scheduled for review and subsequently were tabled due to loss of quorum are listed on the last page of these minutes.

*B. Appeals*

*1. Jessica Koh*

Members reviewed information regarding the appeal.

The applicant appeared and addressed the committee.

Following review and discussion, Ms. O'Connor moved, seconded by Dr. Kerstner, to accept 600 Human Lifespan Development for Human growth and development; 720 Assessment & Evaluation and 700 Psychopathology for Assessment; 730 Research Methods for Research and program evaluation; and to recommend to the Board to deny the appeal based on continued curriculum and practicum deficiencies. The motion passed unanimously.

2. *Dawn Nance*

Members reviewed information regarding the appeal.

The applicant was properly noticed, but did not appear.

Following review and discussion, Ms. O'Connor moved, seconded by Dr. Kerstner, to accept EDPSY 543 Facilitating Career Development and EDPSY 549 Seminar in Consultation Methods for Career development; and to recommend to the Board to deny the appeal based on continued curriculum deficiencies. The motion passed unanimously.

3. *Daquana Carter*

Members reviewed information regarding the informal.

The applicant appeared telephonically and addressed the committee.

Following review and discussion, members agreed the applicant meets minimum requirements.

4. *Ylanda Lindsey*

Members reviewed information regarding the appeal.

The applicant was properly noticed, but did not appear.

Following review and discussion, members agreed the applicant meets minimum requirements.

5. *Caitlin Flaum*

Members reviewed information regarding the appeal.

The applicant was properly noticed, but did not appear.

Following review and discussion, members agreed the applicant meets minimum requirements.

6. *Sherri Sharkins*

Members reviewed information regarding the appeal.

The applicant appeared and addressed the committee.

Following review and discussion, Ms. Britton moved, seconded by Ms. O'Connor, to accept CP 525 Child Abuse for Professional orientation and ethical practice; CP 612 Clinical Practice II for Social and cultural diversity; CP 520 Human Development (2 quarter credit hours) for Human growth and development; CP 515 Process I for Helping relationship; CP 521 Group Process and CP 599 Independent Study Group Process for Group work; CP 699 Independent Study in Direct Research for Research and program evaluation; failure to establish a 60 semester hour degree and to recommend to the Board to deny the appeal based on continued curriculum deficiencies. The motion passed unanimously.

7. *Susan Barnes*

Members reviewed information regarding the appeal.

The applicant appeared telephonically and addressed the committee.

Following review and discussion, members agreed the applicant meets minimum requirements.

8. *Erika Jackson*

Members reviewed information regarding the appeal.

The applicant was properly noticed, but did not appear.

Following review and discussion, Ms. Britton moved, seconded by Dr. Kerstner, to recommend to the Board to deny the appeal based on continued curriculum deficiencies. The motion passed unanimously.

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

None

**14. Future agenda items**

Discussion regarding July and August meetings.

**15. Call for public comment**

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

**16. Establishment of future meeting dates**

The next meeting is scheduled for Friday, June 23, 2017, at 9:00 a.m., at 3443 North Central Avenue, Room 1705.

**17. Adjournment**

Ms. O'Connor moved, seconded by Ms. Britton, to adjourn. The motion passed unanimously and the meeting was adjourned at 4:19 p.m.

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Janet O'Connor  
Secretary/Treasurer

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Date

The Counseling Academic Review Committee lost quorum and could not review the applications listed below. These applications will be reviewed first during the committee's next monthly meeting on June 23, 2017.

Emily Fletcher

Aubrey Skaggs

Amanda Deemer

Lacey Schuster

Shelley Tom

Laura Sewell

Leslie Billings

Christopher Craig

Anita Crouse

Asunia Hooper

Heidi Peacock

Noel D'Avy

Travis Hardy

Melissa Register

Pamela Larson

Amy Faust

Deborah Vanley