



STATE OF ARIZONA  
BOARD OF BEHAVIORAL HEALTH EXAMINERS  
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JANICE K. BREWER  
Governor

TOBI ZAVALA  
Interim Executive Director

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COUNSELING CREDENTIALING COMMITTEE MEETING MINUTES  
Tuesday, July 22, 2014

Members Present: Yvonne Fortier, Bob Rhoton, Don DeValle, Jerri Shields

Staff Present: Tobi Zavala, Interim Executive Director; Donna Dalton, Assistant Director; Mary Wilson, Credentialing Specialist

1. **Call to Order**

The meeting was called to order on July 22, 2014, at 9:00 a.m., with Ms. Fortier presiding.

2. **Roll Call**

See above.

3. **Review and Approval of Minutes**

Ms. Fortier moved, seconded by Mr. Rhoton, to approve the June 23, 2014, general meeting minutes as submitted. The motion passed unanimously. Ms. Shields abstained from the vote.

Ms. Shields moved, seconded by Ms. Fortier, to approve the March 28, 2014, general meeting minutes as submitted. The motion passed unanimously. Mr. DeValle abstained from the vote.

Ms. Fortier moved, seconded by Mr. Rhoton, to approve the May 30, 2014, general meeting minutes as submitted. The motion passed unanimously. Mr. Rhoton abstained from the vote.

4. **Report from Chair**

No report

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

A. *General Agency Operations*

No report.

B. *Discussion regarding application review process*

Ms. Zavala requested that the committee be more specific on the reasons for denial of curriculum. The specificity will make it clearer for staff and applicants.

C. *Review, consideration and action regarding implementation of SB1374*

No report.

6. **Board, committee and subcommittee reports (discussion and possible action)**

A. *Rules Subcommittee*

Ms. Dalton presented proposed clinical supervision rules. The members recommended increasing the initial education requirement for those wishing to provide clinical supervision from 12 hours to 24 hours, and to add Arizona laws/rules specific training to the required categories.

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

None

8. **Consent agenda: review, consideration and action regarding supervisor exemption requests**

None

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

Ms. Shields moved, seconded by Mr. Rhoton, to approve the consent agenda as reviewed by Mr. DeValle granting a second 60-day extension to Christa Brandon and inactive status to Paris Manfredonia, Stephanie Humphrey, Leslie Neff, Roseann Schaye, Linda Ruvalcaba Lipka and Christie Seumalo. The motion passed unanimously.

**10. Inactive status extension, exam extension/accommodation requests: review, consideration and action**

None

**11. Applications for reassessment: review, consideration and action**

None

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

*A. Kelly Williams, LAC applicant*

Ms. Fortier moved, seconded by Mr. DeValle, to rescind this committee's February 28, 2014, motion to deny the application at the informal meeting. The motion passed unanimously.

Appeals

*1. Rebecca Lutz*

Tabled per the applicant's attorney's request.

*2. Cara Elizabeth*

Members reviewed information submitted in support of the appeal.

The applicant was properly noticed, but did not appear.

Following review and discussion, Ms. Fortier moved, seconded by Ms. Shields, to recommend to the Board to deny the appeal based on failure to establish she meets minimum requirements. The motion passed unanimously

*3. Kristen Ray*

Members reviewed information submitted in support of the appeal.

The applicant appeared in person and addressed the committee.

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

*4. Christopher Keck*

Members reviewed information submitted in support of the appeal.

The applicant appeared in person and addressed the committee.

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

*5. Jack Pullins*

Members reviewed information submitted in support of the appeal.

The applicant appeared in person and addressed the committee.

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

*6. Gregory Struve*

Members reviewed information submitted in support of the appeal.

The applicant appeared in person and addressed the committee.

Following review and discussion, Mr. Rhoton moved, seconded by Ms. Fortier, to deny the appeal based on failure to establish he meets minimum requirements. The motion passed unanimously.

7. *Amy Boston*

Ms. Zavala provided information regarding the endorsement language in SB1374 and the legal advice she received regarding the matter.

Following discussion, members requested additional information regarding the Illinois Board's process for verifications.

*The committee took a break at 10:35 a.m., reconvening its public meeting at 10:47 a.m.*

*The committee reviewed files from 12:00 p.m., reconvening its public meeting at 1:48 p.m.*

Ms. Fortier moved, seconded by Mr. Rhoton, to recommend to the Board to approve the following 6 applicants as Licensed Associate Counselors upon receipt of a passing score on the required exam and the required license issuance fee:

Kelly Williams	Tiffani Crandell	Melissa Markley
Frank Marshall	Lourdes Folch	Michelle Horner

The motion passed unanimously.

Ms. Fortier moved, seconded by Ms. Shields, to recommend to the Board to approve Ashley Rees as a Licensed Associate Counselor upon receipt of a passing score on the required exam and the required license issuance fee. The motion passed unanimously. Mr. Rhoton recused from the vote.

Ms. Fortier moved, seconded by Mr. Rhoton, to recommend to the Board to approve the following 4 applicants as Licensed Professional Counselors by endorsement upon receipt of the required license issuance fee:

Dawne Moore	Carolyn Prince
Susan Hayes	Leslie Filsinger

The motion passed unanimously.

Ms. Fortier moved, seconded by Ms. Shields, to recommend to the Board to approve the following 5 applicants as Licensed Professional Counselors upon receipt of the required license issuance fee:

Krista Ray	Jessica Weest	Timothy Mills
Christopher Keck	Karen Altieri	

The motion passed unanimously.

Ms. Fortier moved, seconded by Mr. Rhoton, to recommend to the Board to approve the following 12 applicants as Licensed Associate Counselors upon receipt of the required license issuance fee:

Jack Pullins	Arcenio Garcia	Lauri Eschenbrenner	Dalisa Jimenez
Elaine Mitchell	Sivan Raine	Amber Butt	Karen Schellack
Erica Sugiyama-Hill	Dorothy Faust-Davis	Anna Jenkins	Katherine Schwartz

The motion passed unanimously.

Ms. Fortier moved, seconded by Mr. DeValle, to recommend to the Board to approve the following 4 applicants as Licensed Associate Counselors upon receipt of the required license issuance fee:

Sherri Helterbran	Joseph Koberna
Jessica Sisson	Luanne Brookover

The motion passed unanimously. Mr. Rhoton recused from the vote.

Ms. Fortier moved, seconded by Ms. Shields, to recommend to the Board to license Melissa Tejada as a Licensed Associate Counselor upon receipt of the required license issuance fee and a favorable fingerprint report. The motion passed unanimously.

Ms. Fortier moved, seconded by Ms. Shields, to recommend to the Board to license Heidi Kinsella as a Licensed Associate Counselor upon receipt of a passing score on the required exam, the required license issuance fee and a favorable fingerprint report. The motion passed unanimously.

Ms. Fortier moved, seconded by Ms. Shields, to recommend to the Board to license Tamera Van Berkel as a Licensed Associate Counselor upon receipt of the required license issuance fee and the Board's disposition of the background investigation. The motion passed unanimously.

Ms. Fortier moved, seconded by Ms. Shields, to recommend to the Board to license Tamara Garden as a Licensed Associate Counselor upon receipt of a passing score on the required exam, the required license issuance fee and the Board's disposition of the background investigation. The motion passed unanimously.

Ms. Shields moved, seconded by Mr. Rhoton, to recommend to the Board to license Robert Holtsoi as a Licensed Associate Counselor upon receipt of a passing score on the required exam, the required license issuance fee and the Board's disposition of the background investigation. The motion passed unanimously. Ms. Fortier recused from the vote.

Ms. Fortier moved, seconded by Mr. Rhoton, to recommend to the Board to license Jason Zontanos as a Licensed Professional Counselor upon receipt of the required license issuance fee and the Board's disposition of the background investigation. The motion passed unanimously.

Ms. Fortier moved, seconded by Mr. DeValle, to recommend to the Board to license Amanda Fetzner as a Licensed Associate Counselor upon receipt of the required license issuance fee and the Board's disposition of the background investigation. The motion passed unanimously. Mr. Rhoton recused from the vote.

Ms. Fortier moved, seconded by Mr. DeValle, to recommend to the Board to deny the following 4 applicants based on their failure to establish that they meet minimum requirements in education and/or supervised work experience:

Angela Pergola	Kathryn Casey
Annette Callahan	Jill Sena

The motion passed unanimously.

Ms. Fortier moved, seconded by Mr. Rhoton, to recommend to the Board to deny Aariom Stembridge and Amy Roza based on their failure to establish that they meet minimum requirements by endorsement. The motion passed unanimously.

**13. Future agenda items**

None

**14. Call for public comment**

No one responded to the call for public comment.

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

The next meeting is scheduled for Friday, August 22, 2014, at 9:00 a.m., at 3443 North Central Avenue, Room 908.

**16. Adjournment**

Ms. Shields moved, seconded by Mr. Rhoton, to adjourn. The motion passed unanimously and the meeting was adjourned at 1:54 p.m.

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Don De Valle  
Secretary/Treasurer

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Date