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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, August 23, 2019

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

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

**1. Call to Order**

The meeting was called to order on August 23, 2019 at 9:00 a.m., with Ms. Britton presiding.

**2. Roll Call**

See above.

**3. Review and Approval of Minutes**

*A. July 15, 2019, general meeting minutes*

Dr. Kerstner moved, seconded by Ms. O'Connor, to approve the general meeting minutes for the July 15, 2019 meeting as submitted.

*B. July 15, 2019, executive session minutes/ agenda item 11 (B)(1)*

Dr. Kerstner moved, seconded by Ms. O'Connor, to approve to approve the executive session minutes for the July 15, 2019 meeting as submitted.

**4. Report from Chair**

No report.

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

*A. General agency operations*

*B. Discussion regarding delegating the authority to grant licensure pursuant to SB1086 to the executive director*

Ms. Zavala shared with the members that the Board delegated the authority to grant licensure to the executive director pursuant to SB1086.

*C. Discussion regarding Substantive Policy Statement for Requirements for Universal Recognition path to Licensure by Endorsement*

Ms. Zavala shared with the members that the Board approved the Substantive Policy Statement as presented for the requirements for Universal Recognition path to Licensure by Endorsement.

*D. Discussion regarding an exemption to the rulemaking moratorium pursuant to Executive Order 2019-01 related to the following:*

- *Fee reduction*
- *Clarifying endorsement licensure through Universal Recognition*
- *Clinical supervision requirements by discipline*
- *Substance Use licensure curriculum requirements*
- *Naming the tutorials*

- *Update requirements for lower level endorsement licensees applying for independent licensure by exam*
- *Clarify clinical supervisor educational requirements*
- *Modify informed consent for treatment rule*
- *Clarify clinical supervision rule*

Ms. Zavala shared with the members that the Board directed staff to request an exemption to the rulemaking moratorium pursuant to EO 2019-01 for the rules presented.

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

No report.

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

*A. Laurie Yazwa (Michael Collins, LPC, outside clinical supervisor)*

Members reviewed information submitted regarding the request for exemption.

Following review and discussion, Ms. O'Connor, moved, seconded by Dr. Kerstner to approve the request for an outside clinical supervisor. The motion passed unanimously.

*B. Kimberly Turille (Kimberly Bailey, LMFT, outside clinical supervisor)*

Members reviewed information submitted regarding the request for exemption.

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

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

*A. Joanna Parris, LAC applicant (60 day deficiency extension)*

*B. Frederick Westby, LPC applicant (60 day deficiency extension)*

*C. Reanna Hawk, LPC applicant (60 day deficiency extension)*

*D. Amy Christy, LAC applicant (60 day deficiency extension)*

Ms. Britton, 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**

*A. Kelli Fields, LAC applicant*

Members reviewed information regarding the request for an exam accommodation.

Following review and discussion, Dr. Kerstner moved, seconded by Ms. O'Connor, to approve the request for an exam accommodation. The motion passed unanimously.

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

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

Ms. O'Connor moved, seconded by Dr. Kerstner, to recommend Frederick Westby as a Licensed Professional Counselor upon receipt of the required exam and the required license issuance fee. The motion passed unanimously.

Ms. O'Connor moved, seconded by Ms. Britton, to recommend Lana Lee, Darcy Mc Neece, Karin Quinn and Lynda Weathersbee as Licensed Associate Counselors upon receipt of the required exam and the

required license issuance fee. The motion passed unanimously.

Dr. Kerstner moved, seconded by Ms. Britton, to recommend Angela Berry and Dawn Starkey as Licensed Associate Counselors upon receipt of the required license issuance fee. The motion passed unanimously.

Ms. O'Connor moved, seconded by Dr. Kerstner, to recommend Lindsey Keyser, Jennifer Pfeifer, Sarah Gordon, Amy Carden and Megan Heywood as Licensed Professional Counselors 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 deny Nha Tran, Reanna Hawk, Cora Lucio, Andrea Hofmeyer-Lustfield and Andrea Ortiz on their failure to establish that they meet minimum licensure requirements. The motion passed unanimously.

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

Lyona Wallick	Gloria Harris	Terry Mathews
Nicolette Nguyen	Christine Lee	Sheila Adams
Glorimar Robles	Michael Gibson	Amy Crow
Richard Stenner	Michelle Cermak	Corey Aranaydo
Katherine Weyker	Angela Lutes	

The following application was tabled:  
Karen Cahoy

#### *B. Appeals*

##### *1. Mariam Turner, LAC applicant*

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 deny the appeal based on continued curriculum deficiencies. The motion passed unanimously.

##### *2. Alyssa Showers, LAC applicant*

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 accept IPC 56200 Social and Cultural Foundations for Social and cultural diversity; 3 semester credit hours toward the 60 hours degree requirement; and the additional practicum hours and to recommend to the Board to deny the appeal based on continued curriculum deficiencies. The motion passed unanimously.

##### *3. Alicia Tucker, LAC applicant*

Members reviewed information regarding the appeal.

The applicant appeared telephonically and addressed the committee.

Following review and discussion, Ms. O'Connor moved, seconded by Dr. Kerstner, to accept CNSL 5302 Research Methods and Data Analysis for Research and program evaluation; and to recommend to the Board to deny the appeal based on continued curriculum deficiencies. The motion passed unanimously.

##### *4. Jill Birt, LAC applicant*

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 deny the appeal based on continued curriculum 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, September 27, 2019, at 9:00 a.m., at 1740 West Adams St, Board Room C, Phoenix, AZ 85007.

**16. Adjournment**

Dr. Kerstner moved, seconded by Ms. O'Connor, to adjourn. The motion passed unanimously and the meeting was adjourned at 3:31 p.m.

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Patricia Kerstner  
Secretary/Treasurer

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Date