



STATE OF ARIZONA  
BOARD OF BEHAVIORAL HEALTH EXAMINERS  
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KATIE HOBBS  
Governor

TOBI ZAVALA  
Executive Director

### AZBBHE MISSION STATEMENT

To establish and maintain standards of qualifications and performance for licensed behavioral health professionals in the fields of counseling, marriage and family therapy, social work and substance abuse counseling and to regulate the practice of licensed behavioral health professionals for protection of the public.

### BOARD OF BEHAVIORAL HEALTH EXAMINERS NOTICE & AGENDA FOR REGULAR SESSION PUBLIC MEETING

**Scheduled for December 8, 2023 at 9:00 AM**

1740 West Adams Street, Board Room C, Phoenix, Arizona 85007

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the general public and to members of the Arizona State Board of Behavioral Health Examiners that the Board will hold a regular meeting open to the public on the date and at the time indicated above. A full meeting agenda and list of applications to be considered can be found online at [www.azbbhe.us](http://www.azbbhe.us) or in the lobby of the Board's office building in the binder adjacent to the case displaying meeting notifications.

The Board reserves the right to change the order of items on the agenda, except for those matters set for a specific time. The formal hearings and formal interviews are scheduled to be heard during specific time blocks. The Board Chairperson, however, reserves the right to call cases in random order. Please note that the recommendations listed on the agenda are merely suggested Board actions. Those recommendations do not become final until adopted by the Board. The Board has the authority to accept, reject or modify any recommendation listed on the agenda.

The Board, upon a majority vote of a quorum of the members, may hold an Executive Session on any of the listed agenda items to discuss or consider records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state and federal law, or to obtain legal advice. A.R.S. § 38-431.03(A)(2) and (3). Executive Sessions are not open to the public.

The Board usually allows 3 – 5 minutes per person for public comment on any agenda item: however, depending on the issue presented, the Board Chairperson has the discretion to expand that time.

Americans with Disabilities Act: Persons with a disability may request a reasonable accommodation, such as a sign language interpreter or a copy of this document in alternative format, by contacting Erin Yabu at 602-542-1811 or the TDD number at 800-367-8939.

#### Board Members

Adalesa Meek, LISAC, LPC, Chairperson  
Polly Knape, LAC, Secretary/Treasurer  
Kimberly Bailey, LMFT  
Robert Charles, Public Member  
Mary Coonrod, Public Member  
Cedric (Doc) Davis, LCSW  
Leannette Henagan, LCSW, LISAC  
Meaghan Kramer, Public Member  
Diane Palacios, LISAC, LPC  
Mark Shen, LPC  
Antwan Trotter, Public Member  
Vacant, Professional Member

If you need to speak to a member of the Board staff regarding an agenda item, please contact Erin Yabu at 602-542-1811 or the TDD number at 800-367-8939.

The agenda for the meeting is as follows:

**1. Call to order**

**2. Roll call (staff)**

**3. Minutes: review, consideration and action.**

Pursuant to A.R.S. § 38-431.03(A)(2), any discussion of the executive session minutes will take place in executive session.

*A. February 8, 2023, teleconference meeting minutes*

*B. November 9, 2023, general meeting minutes*

**4. Consent Agenda:**

Consent agenda items may be considered for approval as a single action unless a Board member or interested party wishes to remove an item for discussion.

The Board may go into executive session to discuss confidential records pursuant to A.R.S. § 38-431.03(A)(2) or to obtain legal advice pursuant to A.R.S. § 38-431.03(A)(3).

**A. Cases recommended for dismissal.**

The Board will review, discuss, and may vote to take action on the following case(s):

- 1. 2024-0011, Carly Welch, LAC-16025*
- 2. 2024-0121, Christina Aguilar, LPC-17472*
- 3. 2024-0048, Diana Apolinar, LCSW-11934*
- 4. 2023-0188, Melodie Simmons, LPC-16331*
- 5. 2024-0056, Stormie Rollins-Menniti, LMSW-13211*

**B. Cases recommended for dismissal with a letter of concern.**

The Board will review, discuss, and may vote to take action on the following case(s):

- 1. 2023-0216, Lauren Mehr, LPC-18354*
- 2. 2023-0185, Troy Tangeman, LPC-19233*

**C. Cases recommended for opening a complaint and dismissing with a letter of concern.**

The Board will review, discuss, and may vote to take action on the following case(s).

*N/A*

**D. Cases recommended for acceptance of a proposed signed non-disciplinary consent agreement.**

The Board will review, discuss, and may vote to take action on the following case(s).

*N/A*

**E. Cases recommended for opening a complaint and acceptance of a proposed signed non-disciplinary consent agreement.**

The Board will review, discuss, and may vote to take action on the following case(s):

*N/A*

**F. Cases recommended for acceptance of a proposed signed disciplinary consent agreement. The Board will review, discuss, and may vote to take action on the following case(s).**

- 1. 2023-0177, Bruce Hill, LMFT-15476*

**G. Cases recommended for opening a complaint and acceptance of a proposed signed disciplinary consent agreement.**

The Board will review, discuss, and may vote to take action on the following case(s):

1. *Kevin Potter, LASAC-08015T*

**H. Cases recommended for opening a complaint and denying for unprofessional conduct.**

The Board will review, discuss, and may vote to take action on the following case(s).

*N/A*

**I. Cases recommended for release from consent agreements.**

The Board will review, discuss, and may vote to take action on the following case(s):

1. *2023-0108, Sheila Huff, LAC-20087*
2. *2023-0141, Jennifer Mullen, LPC-17619*
3. *2023-0127, Catherine Raymond, LAC-21938*

**5. Administrative Hearings 1:00 PM**

Pursuant to A.R.S. §§ 32-3253(A)(10) and 41-1092.07, the Board will conduct administrative hearings in the following matter(s). During the administrative hearing, the Board may go into executive session to discuss confidential records pursuant to A.R.S. § 38-431.03(A)(2) or to obtain legal advice pursuant to A.R.S. § 38-431.03(A)(3).

- A. *2023-0169, Charity Northan James, LPC-18935*  
Board to conduct a formal administrative hearing.

**6. Formal Interviews**

Pursuant to A.R.S. § 32-3281, the Board will conduct a Formal Interview in the following matter(s). During a formal interview, the Board may go into executive session to discuss confidential records pursuant to A.R.S. § 38-431.03(A)(2) or to obtain legal advice pursuant to A.R.S. § 38-431.03(A)(3).

*N/A*

**7. Complaints and other disciplinary matters: review, consideration and action.**

The Board may go into executive session to discuss confidential records pursuant to A.R.S. § 38-431.03(A)(2) or to obtain legal advice pursuant to A.R.S. § 38-431.03(A)(3).

*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.*

- A. *2023-0070, Angelica Castano, LPC-13801*

Review, consideration and possible action regarding accepting the signed modified proposed consent agreement.

- B. *2023-0132, Kimberly Crooks, LISAC-15098*

Review, consideration and possible action regarding complaint.

- C. *2023-0147, Troy Love, LCSW-10449*

Review, consideration and possible action regarding complaint.

- D. *2023-0179, Brenna Peck, LPC-18547*

Review, consideration and possible action regarding complaint.

*E. 2023-0192, Kathleen Miholich, LCSW-0762*

Review, consideration and possible action regarding complaint.

*F. 2023-0083, Jennifer Rivera, LPC-12617*

Review, consideration and possible action regarding complaint.

*G. 2023-0194, Glendine Soiseth, LCSW-15768*

Review, consideration and possible action regarding complaint.

*H. 2023-0166, Deanna Vance, LPC-10224*

Review, consideration and possible action regarding complaint.

*I. 2023-0155, Barbara Williams, LMSW-20195*

Review, consideration and possible action regarding complaint and possible release from interim consent agreement.

*J. 2023-0149, Sharon Wright, LPC-20841*

Review, consideration and possible action regarding complaint.

**8. Assistant Attorney General's Report: Mona Baskin, A.A.G.**

The Board may go into executive session to discuss confidential records pursuant to A.R.S. § 38-431.03(A)(2) or to obtain legal advice pursuant to A.R.S. § 38-431.03(A)(3).

*N/A*

**9. Applications for licensure and educational programs: review, consideration and action**

The Board may go into executive session to discuss confidential records pursuant to A.R.S. § 38-431.03(A)(2) or to obtain legal advice pursuant to A.R.S. § 38-431.03(A)(3).

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

Names are posted for review in the building lobby of the 1<sup>st</sup> floor of 1740 W. Adams Street, Phoenix, AZ at least twenty-four (24) hours in advance of the meeting.

*B. Review, consideration, and possible action regarding applications for educational programs*

**10. Report from the Chair**

The Board may go into executive session to discuss personnel matters pursuant to A.R.S. § 38-431.03(A)(1), discuss confidential records pursuant to A.R.S. § 38-431.03(A)(2) or to obtain legal advice pursuant to A.R.S. § 38-431.03(A)(3).

*A. Summary of current events*

By law, the summary of current events is limited to summarizing recent occurrences. The Board cannot propose, discuss, deliberate or take legal action on any matter in the summary unless the specific matter is properly noticed for legal action.

*B. Discussion regarding new Board member training*

**11. Report from the Treasurer**

*A. Review, consideration, and possible action regarding October financial report*

*B. Review, consideration, and possible action regarding November financial report*

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

The Board may go into executive session to discuss personnel matters pursuant to A.R.S. § 38-431.03(A)(1), to discuss confidential records pursuant to A.R.S. § 38-431.03(A)(2), or to obtain legal advice pursuant to A.R.S. § 38-431.03(A)(3).

*A. Discussion regarding the 2024 meeting calendar*

- B. Discussion regarding the 2024 Sunset Audit by the Arizona Auditor General's Office*
- C. Discussion regarding the Counseling Regulatory Boards Annual Summit for National Board for Certified Counselors in Puerto Rico in June 26-28, 2024*

**13. Request for extension of inactive status: review, consideration and action**

The Board may go into executive session to discuss personnel matters pursuant to A.R.S. § 38-431.03(A)(1), to discuss confidential records pursuant to A.R.S. § 38-431.03(A)(2), or to obtain legal advice pursuant to A.R.S. § 38-431.03(A)(3).

*N/A*

**14. Future agenda items**

*N/A*

**15. Call for public comment**

Those wishing to address the Board do not need to request permission in advance; however, the Board may limit those persons speaking during this time to a reasonable number on any given public matter. In addition, each person wishing to address the Board will be given five (5) minutes to do so. Pursuant to A.R.S. § 38-431.01(H), the Board can only take action on matters listed on the agenda. Action on public comment matters that are not listed on the agenda will be limited to directing staff to study the matter or to schedule the matter for further discussion at a later date.

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

*The next regular meeting is scheduled for January 12, 2024, at 9:00 a.m., at 1740 W. Adams St., Room C.*

**17. Adjournment**

November 30, 2023



Tobi Zavala  
Executive Director