



STATE OF ARIZONA  
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, June 17, 2022

Members Present: Janet O'Connor, Patricia Kerstner

Staff Present: Elma Brambila, Assistant Director

**1. Call to Order**

The meeting was called to order on June 17, 2022, at 9:01 a.m., with Dr. Kerstner presiding.

**2. Roll Call**

See above.

**3. Review and Approval of Minutes**

*A. May 6, 2022, general meeting minutes*

Ms. O'Connor moved, seconded by Dr. Kerstner, to approve the general meeting minutes for the May 6, 2022, meeting 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. Review, consideration, and possible action regarding the annual election of Chairperson and Secretary.*

Following review and discussion, Dr. Kerstner moved, seconded by Ms. O'Connor, to retain the current elected members in their positions. The motion passed unanimously.

*C. Review, consideration and possible action regarding the 2023 meeting calendar.*

Following review and discussion, Dr. Kerstner moved, seconded by Ms. O'Connor, to approve the proposed 2023 meeting calendar. The motion passed unanimously.

**6. Assistant Attorney General's Report:**

No report.

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

None

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

- A. Allison Hanzel, LPC, Applicant (60-day extension)
- B. Honey Stenberg, LPC Endorsement Applicant ((60-day extension)
- C. Jose Lopez Sanchez, LMSW Endorsement Applicant (60-day extension)
- D. Constance McNamara, LAC Applicant (90-day exam extension)
- E. Lisa Simmons, LMSW Applicant (90-day exam extension)

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

**9. Exam accommodation and/or 90-day waiver request: review, consideration and action**  
None

**10. 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 the following 5 as Licensed Associate Counselors upon receipt of a passing score on the required exam.

- |                |                    |              |
|----------------|--------------------|--------------|
| Mayra Morales  | Catherine Hilario  | Aubrey Clark |
| Cynthia Coplen | Deeann Morgan-Holt |              |

The motion passed unanimously.

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

- |                |                  |                    |
|----------------|------------------|--------------------|
| Jamie Nottberg | Shannon Killpack | Anita Huffman      |
| Renee Gaboury  | Traci Brown      | Jasimine Carpenter |
| Suhaely Garcia | Ellen Day        | Michelle Horner    |
| Derek Wertheim | Miranda Millage  | Vanessa Morales    |

*The Committee took a break at 11:00 a.m., reconvening its public meeting at 11:08 a.m.*

- B. Appeals
- None

**11. Applications for educational programs: review, consideration, and possible action.**  
None

**12. Future agenda items**

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

**14. Establishment of future meeting dates**  
The next regular meeting is scheduled for Friday, July 29, 2022, at 9:00 a.m., at 1740 West Adams St., Board Room B, Phoenix, AZ 85007.

**15. Adjournment**  
Ms. O'Connor moved, seconded by Dr. Kerstner, to adjourn. The motion passed unanimously and the meeting was adjourned at 12:50 p.m.

*Janet Lee O'Connor, EdS*  
Janet Lee O'Connor, EdS (Jul 30, 2022 07:10 PDT)

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Janet O'Connor  
Secretary/Treasurer

Jul 30, 2022

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Date