



STATE OF ARIZONA  
BOARD OF BEHAVIORAL HEALTH EXAMINERS  
1740 WEST ADAMS STREET, SUITE 3600  
PHOENIX, AZ 85007  
PHONE: 602.542.1882 FAX: 602.364.0890  
Board Website: [www.azbbhe.us](http://www.azbbhe.us)  
Email Address: [information@azbbhe.us](mailto:information@azbbhe.us)

KATIE HOBBS  
Governor

TOBI ZAVALA  
Executive Director

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### INFORMATION FOR TELECONFERENCE CARC MEETING

DATE: February 10, 2025  
TIME: 10:00 a.m. (conference line will be opened at 9:55 a.m.)  
CALL: +1 267-873-3186  
PIN: 384-541-164#

For a productive, efficient conference call, callers are asked to remain on mute unless they are requesting to speak.

Phone participants wishing to speak should clearly identify themselves.

**THE ABOVE IS PROVIDED FOR INFORMATIONAL PURPOSES ONLY AND IS NOT PART  
OF THE OFFICIAL MEETING AGENDA.**



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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.

COUNSELING ACADEMIC REVIEW COMMITTEE  
**NOTICE & AGENDA FOR TELECONFERENCE PUBLIC MEETING**

**Scheduled for February 10, 2025, at 10:00 AM**

Virtual

Pursuant to A.R.S. §38-431.02, notice is hereby given to the general public and to members of the Counseling Academic Review Committee that the Committee 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 Committee reserves the right to change the order of items on the agenda, except for those matters set for a specific time. Please note that some of the actions taken by the Committee are made in the form of a recommendation to the Board and do not become final until adopted by the Board.

The Committee, upon 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 or 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.

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 Kendra Claridge at 602-542-1938 or the TDD number at 800-367-8939.

**COMMITTEE MEMBERS**

Patricia Kerstner, Ph.D, Chair  
Vacant, Secretary  
Janet O'Connor, LPC, LIAC

The agenda for the meeting is as follows:

**1. Call to order**

**2. Roll call** (staff)

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

A. *November 15, 2024, general meeting minutes*

B. *December 6, 2024, general meeting minutes*

**4. Report from the Chair**

The Committee 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).

*None*

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

The Committee 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 the election of Secretary*

B. *Review, consideration, and possible action regarding the 2026 meeting calendar.*

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

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).

*None*

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

*None*

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

The Committee may go into executive session to discuss records exempt from public inspection 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 1st floor of 1740 West Adams Street,  
Phoenix, AZ at least twenty-four (24) hours in advance of the meeting.*

B. *Appeals*

1. *Amanda Berman, LAC Applicant*

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

The Committee may go into executive session to discuss records exempt from public inspection 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. *College of New Jersey: Masters of Arts in Counseling*

B. *College of New Jersey: Masters of Arts in Counseling: Emphasis in Substance Abuse*

**10. Future agenda items**

### **11. Call for public comment**

Those wishing to address the Committee do not need to request permission in advance; however, the Committee 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 Committee will be given five (5) minutes to do so. Pursuant to A.R.S. § 38-431.01(I), the Committee 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.

### **12. Establishment of future meeting date(s)**

*A. Review, consideration, and possible action regarding rescheduling the March 14, 2025, and April 25, 2025 meetings.*

### **13. Adjournment**

February 7, 2025



Tobi Zavala  
Executive Director