



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)

DOUGLAS A. DUCEY  
Governor

TOBI ZAVALA  
Executive Director

BOARD OF BEHAVIORAL HEALTH EXAMINERS  
MEETING MINUTES  
October 14, 2022

Members Present: Kimberly Bailey, Robert Charles, Mary Coonrod, Cedric Davis, Patricia Dobratz, Leanette Henagan, Polly Knape (out at 9:58 a.m., in at 10:52 a.m.), Meaghan Kramer, Adalesa Meek, Diane Palacios, Mark Shen, Antwan Trotter

Staff Present: Tobi Zavala, Executive Director; Mona Baskin, A.A.G., Erin Yabu, Deputy Director; Jarett Carver, Investigations Manager

**1. Call to Order**

A meeting of the Arizona Board of Behavioral Health Examiners was called to order on October 14, 2022 at 8:00 a.m. with Ms. Dobratz presiding.

**2. Roll Call**

See above.

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

*A. September 9, 2022, general meeting minutes*

Mr. Davis moved, seconded by Ms. Palacios, to approve the general meeting minutes for the September 9, 2022 meeting as submitted. The motion passed unanimously. Mr. Charles, Ms. Knape, and Mr. Shen abstained.

**4. Consent Agenda: review, consideration and action**

A. Cases recommended for dismissal

1. 2022-0086, Julianne Cartwright, LISAC-15075
2. 2022-0143, Julianne Cartwright, LISAC-15075
3. 2022-0087, Katelyn Martino, LMSW-19606
4. 2022-0102, Christilou Saufley, LCSW-18063

Following discussion, Mr. Davis moved, seconded by Ms. Palacios, to approve the consent agenda item 4(A). The motion passed unanimously.

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

1. 2022-0133, Kristy Beerman, LMSW-19442
2. 2022-0019, Heather Brosseau, LPC-16586

Following discussion, Mr. Davis moved, seconded by Ms. Henagan, to approve the consent agenda item 4(B). The motion passed unanimously.

C. Cases recommended for release from consent agreements.

1. 2021-0148, Melody Day, LAC-17702 (active-restricted)
2. 2022-0132, Joshua Masterson, LMSW-18860 (active-restricted)

3. 2022-0040, Jessica Reid, LPC-20722 (active-restricted)
4. 2021-0064, Kathryn Tiffany, LPC-19612 (active-restricted)
5. 2021-0143, Patricia Turner, LMSW-18235

Following discussion, Mr. Davis moved, seconded by Ms. Meek, to approve the consent agenda item 4(C). The motion passed unanimously.

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

1. Shana Keene, LMSW Applicant
2. Alexis Santa Cruz, LAMFT-10853

Following discussion, Mr. Davis moved, seconded by Mr. Shen, to approve the consent agenda item 4(D). The motion passed unanimously.

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

1. Michael Bergstrom, LAMFT-10777
2. Sara Gibson, LAC-20042

Following discussion, Mr. Davis moved, seconded by Ms. Henagan, to approve the consent agenda item 4(E). The motion passed unanimously. Ms. Dobratz recused.

	Kimberly Bailey	Robert Charles	Mary Coonrod	Cedric Davis	Patricia Dobratz	Leanne Henagan	Polly Knape	Meaghan Kramer	Adalesa Meek	Diane Palacios	Mark Shen	Antwan Trotter
AYE	X	X	X	X		X	X	X	X	X	X	X
NAY												
Absent					recused							

- F. Cases recommended for opening a complaint and dismissing with a letter of concern.  
N/A

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

1. 2023-0007, Rochelle Lowry, LAC-19935

Following discussion, Mr. Davis moved, seconded by Ms. Palacios, to approve the consent agenda item 4(G). The motion passed unanimously.

## 5. Administrative Hearings

Administrative Hearing Pursuant to A.R.S. §§ 32-3281 and 41-1092.07, the Board will conduct administrative hearings or consider related procedural issues 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. 2021-0025, Gary Tupper, LMFT-15134

Ms. Zavala summarized the request for continuance.

The professional's attorney, Janis Pelletier, appeared telephonically and addressed the Board.

Mona Baskin, A.A.G., appeared on behalf of the state.

Ms. Baskin advised the Board that she has no objection to the request.

Following review and discussion by members, Ms. Kramer moved, seconded by Ms. Bailey, to continue the hearing before the Board to November 4, 2022. The motion passed unanimously.

The Board took a break at 8:52 a.m., reconvening its public meeting at 9:02 a.m.

**6. Formal Interviews**

N/A

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

**A. 2023-0033, Bronwyn Burghart, LAC-20119**

Ms. Zavala summarized the Board’s investigation.

The complainant was properly noticed, but failed to appear.

The professional was properly noticed, but failed to appear.

Following discussion by members, Mr. Charles moved, seconded by Mr. Trotter, to accept the signed proposed consent agreement. The motion passed unanimously.

	Kimberly Bailey	Robert Charles	Mary Coonrod	Cedric Davis	Patricia Dobratz	Leanne Henagan	Polly Knape	Meaghan Kramer	Adalesa Meek	Diane Palacios	Mark Shen	Antwan Trotter
AYE	X	X	X	X	X	X	X	X	X	X	X	X
NAY												
Absent												

**B. Dondra Campbell, Unlicensed**

Ms. Zavala summarized the background information.

The unlicensed individual was properly noticed, but failed to appear.

Following discussion by members, Mr. Charles moved, seconded by Mr. Bailey, to issue a Cease and Desist Order based on information received by the Board. The motion passed unanimously.

	Kimberly Bailey	Robert Charles	Mary Coonrod	Cedric Davis	Patricia Dobratz	Leanne Henagan	Polly Knape	Meaghan Kramer	Adalesa Meek	Diane Palacios	Mark Shen	Antwan Trotter
AYE	X	X	X	X	X	X	X	X	X	X	X	X
NAY												
Absent												

**C. 2022-0098, Kevin Christopher, LASAC-13280**

Tabled.

**D. Ellen Day, LAC Applicant**

Mr. Carver summarized the background information.

The applicant appeared and addressed the Board.

Following discussion by members, Ms. Palacios moved, seconded by Mr. Trotter, to open a complaint and find the following violation:

- A.R.S. § 32-3251(16)(k), engaging in any conduct or practice that is contrary to recognized standards of ethics in the behavioral health profession or that constitutes a danger to the health, welfare or safety of a client as it relates to the following section of the ACA Code of Ethics:
  - A.4.b. Personal Values
  - A.9.b. Protecting Clients

The motion passed unanimously.

Following further review, Ms. Palacios moved, seconded by Mr. Trotter, to offer a consent agreement that stipulates the following:

- The applicant shall be placed on probation for 24 months
- The applicant shall complete pre-approved continuing education in:
  - 6 clock hours of the NASW Staying Out of Trouble course or its pre-approved equivalent
  - 3 clock hours in cultural sensitivity
  - 3 clock hours in unconscious biases
- The applicant shall receive clinical supervision weekly from a pre-approved independently licensed behavioral health professional for 24 months. The frequency for the remaining time will be at the recommendation of the clinical supervisor, but no less than twice monthly
- Clinical supervision shall focus on Board statutes and rules, ethics and boundaries, burnout, compassion fatigue, cultural humility, bullying and professional conduct

and if not signed, to deny the application based on a finding of unprofessional conduct pursuant to A.R.S. § 32-3275 (A)(5). The motion passed unanimously.

	Kimberly Bailey	Robert Charles	Mary Coonrod	Cedric Davis	Patricia Dobratz	Leanette Henagan	Polly Knape	Meaghan Kramer	Adalesa Meek	Diane Palacios	Mark Shen	Antwan Trotter
AYE	X	X	X	X	X	X	X	X	X	X	X	X
NAY												
Absent												

*The Board took a break at 10:36 a.m., reconvening its public meeting at 10:52 a.m.*

*E. Elizabeth de Vries, LPC Applicant*

Ms. Zavala summarized the background information.

The applicant and her attorney, Flynn Carey, appeared and addressed the Board.

Following discussion by members, Ms. Palacios moved, seconded by Ms. Bailey, to open a complaint and accept the signed proposed consent agreement. The motion passed unanimously.

	Kimberly Bailey	Robert Charles	Mary Coonrod	Cedric Davis	Patricia Dobratz	Leanette Henagan	Polly Knape	Meaghan Kramer	Adalesa Meek	Diane Palacios	Mark Shen	Antwan Trotter
AYE	X	X	X	X	X	X	X	X	X	X	X	X
NAY												
Absent												

*F. 2022-0001, Carol Farmer, LPC-18275*

Ms. Zavala summarized the Board’s investigation.

The professional and her attorneys, Andrew Breavington and Flynn Carey, appeared and addressed the Board

Following further review, Ms. Bailey moved, seconded by Ms. Henagan, to offer a modified consent agreement that stipulates the following:

- The professional shall be placed on probation for 24 months
- Stayed revocation
- The professional shall complete a pre-approved 3 semester credit hour graduate level course in behavioral health ethics
- The professional shall receive clinical supervision weekly from a pre-approved independently licensed behavioral health professional for 24 months
- Clinical supervision shall focus on how to use a clinical supervisor, Board statutes and rules, the decision-making process, behavioral health ethics, multiple relationships, dual relationships, and caseload management
- The professional shall fully transition from current agency within 6 weeks and cannot accept any new clients in order to avoid dual relationships
- Cannot own or operate a private practice

and if not signed, remand the matter to a formal hearing. The motion passed unanimously.

	Kimberly Bailey	Robert Charles	Mary Coonrod	Cedric Davis	Patricia Dobratz	Leanette Henagan	Polly Knape	Meaghan Kramer	Adalesa Meek	Diane Palacios	Mark Shen	Antwan Trotter
AYE	X	X	X	X	X	X	X	X	X		X	X
NAY												
Absent										recused		

*G. 2022-0078, Lisa Gomez, LPC-12788*

Ms. Zavala summarized the Board’s investigation.

The complainant appeared and addressed the Board.

The professional and her attorney, Anne McClellan, appeared and addressed the Board.

Following further discussion, Ms. Bailey moved, seconded by Mr. Shen, to accept the signed proposed non-disciplinary consent agreement for completion of 6 clock hours of the NASW Staying Out of Trouble course or its pre-approved equivalent, and if not signed, to invite the professional to participate in a formal interview and, if not accepted to remand the matter to a formal hearing. The motion carried with Mr. Davis opposed. Ms. Palacios recused.

*H. 2022-0095, Lauren Hrubik, LAMFT-10724*

Ms. Zavala summarized the Board’s investigation.

The complainant was properly noticed, but failed to appear.

The professional and her attorney, Bretton Barber, appeared telephonically and addressed the Board.

Following discussion by members, Ms. Knape moved, seconded by Mr. Shen, to find the following violations:

- A.R.S. § 32-3251(16)(q), failing or refusing to maintain adequate records of behavioral health services provided to a client
- A.R.S. § 32-3251(16)(ii), violating any federal or state law, rule or regulation applicable to the practice of behavioral health, as it relates to
  - A.R.S. § 13-3620, Duty to report abuse

The motion passed unanimously.

Following further review, Ms. Knape moved, seconded by Ms. Meek, to offer a consent agreement that stipulates the following:

- The professional shall be placed on probation for 24 months
- Early release
- The professional shall complete pre-approved continuing education in:
  - 6 clock hours of the NASW Staying Out of Trouble course or its pre-approved equivalent
  - 3 clock hours in documentation
  - 3 clock hours in treatment planning and best practice
- The professional shall receive clinical supervision weekly from a pre-approved independently licensed behavioral health professional for 12 months. The frequency for the remaining time will be at the recommendation of the clinical supervisor
- Clinical supervision shall focus on Board statutes and rules, documentation, self-care, mandated reporting, and burnout. Each session will include a caseload review

and if not signed, to invite the professional to participate in a formal interview and, if not accepted to remand the matter to a formal hearing. The motion passed unanimously.

	Kimberly Bailey	Robert Charles	Mary Coonrod	Cedric Davis	Patricia Dobratz	Leanne Henagan	Polly Knape	Meaghan Kramer	Adalesa Meek	Diane Palacios	Mark Shen	Antwan Trotter
AYE	X	X	X	X		X	X	X	X	X	X	X
NAY												
Absent					recused							

I. 2022-0145, 2023-0015, 2023-0016, Timothy Kiernon, LMFT-15696 Tabled.

J. 2022-0101, Barbara Kiffmeyer, LMSW-12917 Ms. Zavala summarized the Board’s investigation.

The complainant was properly noticed, but failed to appear.

The professional’s attorney, Andrew Turk, appeared and addressed the Board.

Following review and discussion by members, Ms. Kramer moved, seconded by Ms. Coonrod, to dismiss the complaint. The motion passed unanimously.

K. Timothy McDonald, LASAC Applicant Mr. Carver summarized the background information.

The applicant was properly noticed, but failed to appear.

Following discussion by members, Ms. Palacios moved, seconded by Ms. Bailey, to deny the applicant’s request to withdraw the application. The motion passed unanimously.

Following discussion by members, Ms. Palacios moved, seconded by Ms. Henagan, to open a complaint and find the following violations:

- A.R.S. § 32-3251(16)(v), engaging in any sexual conduct between a licensee and a client or former client
- A.R.S. § 32-3251(16)(c)(i), making any oral or written misrepresentation of a fact to secure or attempt to secure the issuance or renewal of a license

The motion passed unanimously.

Following further review, Ms. Palacios moved, seconded by Ms. Bailey, to deny the application based on a finding of unprofessional conduct pursuant to A.R.S. 32-3275(6). The motion passed unanimously.

	Kimberly Bailey	Robert Charles	Mary Coonrod	Cedric Davis	Patricia Dobratz	Leanne Henagan	Polly Knape	Meaghan Kramer	Adalesa Meek	Diane Palacios	Mark Shen	Antwan Trotter
AYE	X	X	X	X	X	X	X	X	X	X	X	X
NAY												
Absent												

L. 2022-0031, Jade Shelton, LASAC-15330 Ms. Zavala summarized the Board’s investigation.

Following further discussion, Ms. Meek moved, seconded by Ms. Kramer, to consolidate complaint numbers 2022-0031 and 2022-0128. The motion passed unanimously.

M. 2022-0128, Jade Shelton, LASAC-15330 Ms. Zavala summarized the Board’s investigation.

The complainant appeared and addressed the Board.

The professional and her attorney, Sara Stark, appeared and addressed the Board.

Following discussion by members, Ms. Meek moved, seconded by Ms. Kramer, to find the following violation:

- A.R.S. § 32-3251(16)(ii), violating any federal or state law, rule or regulation applicable to the practice of behavioral health, as it relates to:
  - A.A.C. R4-6-210, Practice Limitations
  - A.A.C. R4-6-211, Direct Supervision: Supervised Work Experience: General
  - A.R.S. § 12-2296, Retention of Records

The motion passed unanimously.

Following further review, Ms. Meek moved, seconded by Ms. Bailey, to offer a consent agreement that stipulates the following:

- The professional shall be placed on probation for 24 months
- The professional shall complete pre-approved continuing education in:
  - 6 clock hours of the NASW Staying Out of Trouble course or its pre-approved equivalent
  - Arizona Statutes/Regulation Tutorial
  - Clinical Supervision Tutorial on Arizona Statutes/Regulations
- The professional shall receive clinical supervision twice monthly from a pre-approved independently licensed behavioral health professional for 12 months. The frequency for the remaining time will be at the recommendation of the clinical supervisor
- Clinical supervision shall focus on Board statutes and rules, behavioral health ethics, professionalism, and documentation
- Cannot own or operate a private practice

and if not signed, to invite the professional to participate in a formal interview and, if not accepted to remand the matter to a formal hearing. The motion passed unanimously.

Following further review and discussion, Ms. Meek moved, seconded by Ms. Kramer, to open a complaint on the professional’s clinical supervisor. The motion passed unanimously.

	Kimberly Bailey	Robert Charles	Mary Coonrod	Cedric Davis	Patricia Dobratz	Leanette Henagan	Polly Knape	Meaghan Kramer	Adalesa Meek	Diane Palacios	Mark Shen	Antwan Trotter
AYE	X	X	X	X	X	X	X	X	X	X	X	X
NAY												
Absent												

*The Board took a break at 10:36 a.m., reconvening its public meeting at 10:52 p.m.*

N. 2023-0006, Brian Sillanpaa, LPC-18686

Ms. Zavala summarized the Board’s investigation.

The professional appeared in-person and his attorney, Bretton Barber, appeared telephonically and addressed the Board.

Following discussion by members, Ms. Bailey moved, seconded by Ms. Kramer, to find the following violation:

- A.R.S. § 32-3251(16)(n), failing to comply with or violating, attempting to violate or assisting in or abetting the violation of any provision of this chapter, any rule adopted pursuant to this chapter, any lawful order of the board, or any formal order, consent agreement, term of probation or stipulated agreement issued under this chapter

The motion passed unanimously. Ms. Knape abstained.

Following discussion by members, Ms. Bailey moved, seconded by Mr. Trotter, to find the following violation:

- A.R.S. § 32-3251(16)(m), engaging or offering to engage as a licensee in activities that are not congruent with the licensee's professional education, training or experience

The motion carried with Mr. Charles, Ms. Henagan, and Ms. Kramer opposed. Ms. Knape abstained.

Following further review, Ms. Bailey moved, seconded by Mr. Trotter, to offer a consent agreement that stipulates the following:

- The professional shall be placed on probation for 24 months
- The professional shall complete a pre-approved 3 semester credit hour graduate level course in behavioral health ethics
- 12 clock hours of continuing education in clinical supervision training that meets requirements in R4-6-214 to be completed in-person and in Arizona
- Cannot provide clinical supervision

and if not signed, to invite the professional to participate in a formal interview and, if not accepted to remand the matter to a formal hearing. The motion passed unanimously. Ms. Knape abstained.

	Kimberly Bailey	Robert Charles	Mary Coonrod	Cedric Davis	Patricia Dobratz	Leanne Henagan	Polly Knape	Meaghan Kramer	Adalesa Meek	Diane Palacios	Mark Shen	Antwan Trotter
AYE	X	X	X	X	X	X	X	X	X	X	X	X
NAY												
Absent												

*O. 2022-0010, Julia Stan, LMSW-15335 (suspended)*

Mr. Carver summarized the Board's investigation.

The professional was properly noticed, but failed to appear.

Following discussion by members, Ms. Henagan moved, seconded by Ms. Palacios, to deny the request for release from the interim consent agreement. The motion passed unanimously.

*P. 2021-0150, Tamera Van Berkel, LPC-18663*

Ms. Zavala summarized the Board's investigation.

The professional was properly noticed, but failed to appear.

Following discussion by members, Mr. Trotter moved, seconded by Ms. Knape, to accept the signed proposed interim consent agreement. The motion passed unanimously.

	Kimberly Bailey	Robert Charles	Mary Coonrod	Cedric Davis	Patricia Dobratz	Leanne Henagan	Polly Knape	Meaghan Kramer	Adalesa Meek	Diane Palacios	Mark Shen	Antwan Trotter
AYE	X	X	X	X	X	X	X	X	X	X	X	X
NAY												
Absent												

*The Board took a break at 11:53 a.m., reconvening its public meeting at 12:23 p.m.*

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

*N/A*

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

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

*Counseling*

Mr. Shen moved, seconded by Ms. Bailey, to deny 6 applications based on a failure to pass the required examination, 5 applications based on a failure to take the required examination, 1 application based on a failure to meet the minimum



requirements, and 1 application based on a failure to meet the minimum requirements and a finding of unprofessional conduct. The motion passed unanimously.

*Marriage and Family Therapy*

Ms. Bailey moved, seconded by Ms. Palacios to deny 2 applications based on a failure to pass the required examination and 1 application based on a failure to take the required examination. The motion passed unanimously.

*Social Work*

Ms. Henagan moved, seconded by Ms. Bailey, to deny 7 applications based on a failure to pass the required examination, 4 applications based on a failure to take the required examination, 1 application based on a failure to meet the minimum requirements, and 1 application based on a finding of unprofessional conduct. The motion passed unanimously.

*Substance Abuse Counseling*

Ms. Meek moved, seconded by Ms. Knape, to deny 3 applications based on a failure to pass the required examination, 2 applications based on a failure to take the required examination, and 1 application based on a failure to meet the minimum requirements. The motion passed unanimously.

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

*N/A*

**10. Report from Chair**

*A. Summary of current events*

No report.

**11. Report from the Treasurer**

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

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

Following review and discussion by members, Ms. Kramer moved, seconded by Ms. Henagan, to accept the July and August financial report as presented. The motion passed unanimously.

*C. Review, consideration, and possible action regarding September financial report*

Tabled.

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

*A. Discussion regarding the 2<sup>nd</sup> quarterly newsletter*

Ms. Zavala shared the newsletter that was sent to all licensees on October 3, 2022. This second edition of the quarterly newsletter contained important updates and highlighted a staff and Board member.

*B. Update regarding Ms. Palacios, Ms. Knape and Ms. Meek's attendance at the Association of Social Work Boards Board member training*

Ms. Palacios, Ms. Knape, and Ms. Meek shared their attendance at the training to be beneficial.

*C. Discussion regarding community outreach*

Ms. Zavala provided an overview of community outreach as a Board member. Board members serve on the Board, but are limited in representation outside of Board meetings due to public meeting laws. It is highly recommended that members of the public attend Board meetings.

**13. Request for renewal modification: review, consideration and action**

*A. David Smith, LMSW-18836 (CEU Reduction)*

Following review and discussion by members, Ms. Kramer moved, seconded by Ms. Palacios, to approve the request for continuing education requirements. The motion passed unanimously.

**14. Future agenda items**

None.

**15. Call for public comment**

None.

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

*The next regular meeting is scheduled for Friday, November 4, 2022 at 9:00 a.m., at 1740 W. Adams St., Board Room C.*

**17. Adjournment**

Mr. Trotter moved, seconded by Ms. Palacios, to adjourn. The motion passed unanimously and the meeting was adjourned at 12:44 p.m.



[Kimberly Bailey \(Mar 22, 2023 08:29 PDT\)](#)

---

Kimberly Bailey  
Secretary/Treasurer

Mar 22, 2023

---

Date