



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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### 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.

### SUBSTANCE ABUSE ACADEMIC REVIEW COMMITTEE NOTICE & AGENDA FOR PUBLIC MEETING

**Scheduled for April 19, 2024, 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 Substance Abuse 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 Zuri De Lucio at 602-542-1896 or the TDD number at 800-367-8939.

### COMMITTEE MEMBERS

Yvonne Fortier, LISAC, LPC, Chairperson  
Sofia Hassid, LCSW, Secretary  
Vacant, Professional Member

The agenda for the meeting is as follows:

**1. Call to order**

**2. Roll call (staff)**

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

*A. February 9, 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. General agency operations*

*B. Discussion regarding staff's 2023 accomplishments*

*C. Introduction of new Deputy Director, Polly Knape*

*D. Review, consideration, and possible action on the 2024 Board 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. Consent agenda: review, consideration and action regarding 60-day extension request for deficiencies and 90-day extension for examination**

*A. Ndolia Schild, LPC Applicant (60-day deficiency extension)*

*B. Ollie Fisher, LPC Applicant (60-day deficiency extension)*

*C. Daysia Wheaton, LAC Applicant (60-day deficiency extension)*

*D. Hope Roberts, LAC Applicant (60-day deficiency extension)*

*E. Cynthia Steffey, LCSW Applicant (60-day deficiency extension)*

*F. Dean West, LSAT Applicant (90-day exam extension)*

**9. Exam accommodation request: review, consideration and action**

*A. Tiffany Thelen, LAC Applicant*

**10. 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  
*None*

**11. 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).

*None*

**12. Future agenda items**

**13. 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(H), 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.

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

*The next regular meeting is scheduled for Friday, June 7, 2024, at 9:00 a.m., at 1740 West Adams St., Board Room B, Phoenix, AZ 85007.*

**15. Adjournment**

April 12, 2024



Tobi Zavala  
Executive Director