



**Governor**  
Douglas A. Ducey

## ***Arizona Board of Psychologist Examiners***

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### **Board Members**

Bob Bohanske, Ph.D., FNAP, Chair  
Lynn L. Flowers, Ph.D., Vice-Chair  
Diana Davis-Wilson, DBH, BCBA, Secretary  
Janice K. Brundage, Ph.D.  
Bryan Davey, Ph.D., BCBA-D  
Joseph Donaldson  
Matthew Meier, Psy.D.  
Ramona N. Mellott, Ph.D.  
Tamara Shreeve, MPA

**Executive Director**  
Jenna Jones

## **REGULAR SESSION MINUTES**

***August 9, 2019***  
***8:30 a.m.***

1740 W. Adams St.  
Board Room A (1<sup>st</sup> Floor)  
Phoenix, AZ 85007

### **1. CALL TO ORDER**

The regular session of the Arizona State Board of Psychologist Examiners was called to order by Chairman Bohanske at 8:30 a.m. on August 9, 2019. Two Executive Sessions were held.

### **2. ROLL CALL**

#### **Board Members Present**

Bob Bohanske, Ph.D., FNAP – Chair  
Lynn L. Flowers, Ph.D. – Vice-Chair  
Diana Davis-Wilson, DBH, BCBA, Ph.D. – Secretary  
Janice K. Brundage, Ph.D. (by phone)  
Joseph C. Donaldson  
Matthew A. Meier, Psy.D.  
Ramona N. Mellott, Ph.D.  
Tamara Shreeve, MPA

#### **Staff Present**

Jenna Jones, Executive Director  
Jennifer Michaelson, Deputy Director  
Kathy Fowkes, Licensing Specialist  
Krishna Poe, Administrative Assistant

#### **Attorney General**

Jeanne Galvin, Esq.

#### **Board Members Absent**

Bryan Davey, Ph.D., BCBA-D

### **3. REMARKS/ANNOUNCEMENTS – Chairman Bohanske**

- **CE Documentation** – Chairman Bohanske announced that licensees could receive CE credits in Ethics for attendance at Board meetings and explained how to obtain credit.
- **Board Surveys** – Chairman Bohanske encouraged members of the audience to complete a Board meeting Assessment Survey and place them in the survey box.
- **Board Member and Staff Appreciation** – Chairman Bohanske thanked Board members and staff for their dedication and hard work.
- **Change in Board staff** – Chairman Bohanske announced that Ms. Jones is retiring and this is her last meeting. He thanked her for service.

#### **4. CALL TO THE PUBLIC**

No one requested to speak.

#### **5. COUNSEL UPDATE – Ms. Galvin**

Ms. Galvin reported that the cases involving Dr. Gray and Dr. DenBoer are both pending with the Court of Appeals. She noted that the Board was successful against Dr. Gray and Dr. DenBoer in their special actions suits in Superior Court and that the cases were appealed by Dr. Gray and Dr. DenBoer and now in the Court of Appeals. Ms. Galvin stated they are waiting for the opening brief in the Dr. Gray case and that the Board's response brief for Dr. DenBoer's case is due in approximately three weeks and will be submitted by the due date. Ms. Galvin will continue to keep the Board apprised of the two cases.

#### **6. CONSENT AGENDA - DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION**

Dr. Meier removed Item 2.c. from the Consent Agenda for independent discussion.

**MOTION:** Dr. Flowers made a motion, seconded by Mr. Donaldson, to approve the items on the Consent Agenda.

**VOICE VOTE:** The motion carried 8- 0.

##### **(a) APPROVAL OF MINUTES**

- July 12, 2019, Regular Session

##### **(b) EXECUTIVE DIRECTOR'S REPORT**

##### **(c) INVESTIGATIONS REPORT**

##### **(d) LICENSING REPORT**

##### **(e) DISCUSSION/DECISION REGARDING PSYCHOLOGY APPLICATIONS**

###### **1) Requesting Approval to Sit for Examination (EPPP) Only**

- a) Emily Berry, Psy.D.
- b) Sunny M. Jundt, Ph.D.

###### **2) Requesting Approval to Sit for Examination (EPPP) & Licensure**

- a) Christine De Santis-Collis, Ph.D. (*REAPP*)
- b) Eric Scott Suedmeyer, Ph.D. (*previously approved for EPPP only*)
- e) ~~Lori A. Wilson, Psy.D. (*REAPP*)~~
- d) Melissa L. Gonzalez, Psy.D.

###### **3) Requesting Approval for Licensure by Waiver**

- a) Justin M. Clary, Psy.D.
- b) Karina Fleming, Psy.D.

**4) Requesting Approval of Supervised Experience for Licensure**

- a) Angelia Corley, Ph.D.
- b) Brittany Lyn Friedman, Psy.D.

**5) Requesting Approval for Licensure by Credential**

- a) Adam David Dell, Psy.D.
- b) Ann D. Collier, Ph.D.
- c) Joseph Anthony Lupo, Ph.D.

**(f) DISCUSSION/DECISION REGARDING BEHAVIOR ANALYST APPLICATIONS**

- 1) Abigail Bunt, M.Ed.
- 2) Elizabeth Vos, M.A.
- 3) Jane K. DeToma, M.A.
- 4) Jennifer L. Gentile, M.S.
- 5) Katarzyna Motylewicz, M.S.
- 6) Lisette Lorraine Leyva, M.A.
- 7) Rahil Hristos Roussos, M.A.
- 8) Robyn K. Marian, M.A.
- 9) Tanisha Loren Ruesch, M.Ed.

**(g) DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING REQUEST FOR EXTENSION OF TIME TO SIT FOR THE EPPP FROM SHANA BURGOS-DESTAPHANIS, PH.D.**

**(h) DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING REQUEST FOR EXTENSION OF TIME TO SIT FOR THE EPPP FROM NICOLETTA BAILA, PH.D.**

**(i) DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING REQUEST FOR EXTENSION OF TIME TO SIT FOR THE EPPP AND TESTING ACCOMMODATIONS FROM MARISA T. SANCHEZ, PSY.D.**

**(j) DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING REQUEST FOR EXTENSION OF TIME TO SIT FOR THE EPPP FROM SHERRY ANN CRAFT, PH.D.**

**7. DISCUSSION/DECISION REGARDING PSYCHOLOGY APPLICATION SUBMITTED BY LORI A. WILSON, PSY.D.**

Dr. Meier requested that this item be removed from the consent agenda for independent discussion. He stated that Ms. Wilson's application was reviewed at the August 2, 2019, Application Review Committee (ARC) meeting. He noted that that Dr. Wilson previously applied and sat for the EPPP but did not pass the exam so she subsequently re-applied. Dr. Meier stated that the ARC discussed Dr. Wilson's preinternship supervised experience and noted that the supervision hours she claimed on her application did not meet requirements. It would not have been possible to complete as many hours as listed in the timeframe provided.

Dr. Meier stated that a precedence had already been established to approve the preinternship

supervision hours but expressed concern with approving the re-application for licensure when it has recently been determined that the preinternship hours were not accurate. Dr. Meier requested feedback from Board members on this issue. Ms. Shreeve expressed that this is a legal issue.

*At 8:38 a.m. Ms. Shreeve made a motion, seconded by Dr. Davis-Wilson, to go into Executive Session to obtain legal advice. The motion carried 8-0. Open session reconvened at 8:45 a.m.*

**MOTION:** Chairman Bohanske made a motion, seconded by Dr. Meier, to approve Dr. Wilson to sit for the EPPP exam only and to request clarification from Dr. Wilson on the 3,000 hours of supervised experience.

**VOICE VOTE:** The motion carried unanimously, 8-0.

**8. DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION RELATING TO INITIAL CASE REVIEW OF THE FOLLOWING COMPLAINT**

Robert Farr, Ph.D., Complaint No. 19-05

Ms. Shreeve provided a summary, stating that the complainant alleged that she had been seeing Dr. Farr for three years and that he did not provide her with any tools to better herself. The complainant also alleged that Dr. Farr made a comment about her weight during a session in January 2019. Dr. Farr represents that he did not make the alleged comment. The Complaint Screening Committee (Committee) reviewed the Complaint and forwarded it to the Board for further review due to concern that there was lack of Informed Consent and written release of information in the record maintained by Dr. Farr. The Committee had requested that Dr. Farr submit the informed consent paperwork and signed release of information for the complainant. She stated Dr. Farr subsequently submitted the signed release but that there was no informed consent form signed by the complainant. Ms. Shreeve noted that Dr. Farr has provided the Board with two informed consent forms that he has developed since the Committee meeting.

The complainant was not present. Dr. Farr and his attorney, Dina Anagnopoulos, Esq., were present, requested to speak, made a statement and answered Board members' questions. Dr. Farr indicated that he has since developed psychotherapy consent forms for adults and children and that the form is discussed and signed by new clients at the onset of treatment and maintained in the clinical record. He added that current clients have also been given the consent form and have signed it. Dr. Brundage asked what Dr. Farr has learned from this process. Dr. Farr replied that he learned that it is good practice to develop a contractual agreement with clients.

After deliberation, Ms. Shreeve made a motion, seconded by Mr. Donaldson, to dismiss Complaint No. 19-05. Dr. Flowers stated that a Letter of Concern may be more appropriate in this case. Dr. Brundage suggested that a Letter of Concern would be more appropriate due to Dr. Farr not meeting the minimum standards of care as he did not obtain written consent from the complainant. Ms. Shreeve withdrew her motion to dismiss the complaint.

**MOTION:** Ms. Shreeve moved to issue Dr. Farr a Letter of Concern for lack of documentation, seconded by Dr. Brundage.

**ROLL CALL VOTE:** The motion carried 6-2 with Chairman Bohanske and Mr. Donaldson voting no.

**9. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING ADOPTION OF THE ENHANCED EXAMINATION FOR PROFESSIONAL PRACTICE IN PSYCHOLOGY (EPPP) - Ms. Jones**

Ms. Jones provided a summary to the Board, stating that she has provided information that the Board office received from the Association of State and Provincial Psychology Boards (ASPPB) regarding the enhanced EPPP, which adds a second section to the test. Ms. Jones explained the lengthy process that ASPPB takes to develop and implement the enhanced EPPP. She stated that ASPPB is ready to launch the enhanced EPPP and has inquired if Arizona wants to participate. Ms. Jones added that she can reach out to Matt Turner, the ASPPB coordinator, if Board members have any questions. Board members discussed the potential advantages and disadvantages of adopting the Enhanced EPPP. Dates in 2021 were briefly discussed for adoption of the enhanced EPPP. The Board tabled the matter of an adoption date for further discussion at a future meeting.

**MOTION:** Ms. Shreeve moved to adopt the enhanced EPPP. Mr. Donaldson seconded.

**VOICE VOTE:** The motion carried unanimously (8-0).

Ms. Galvin clarified that there is no date determined to adopt usage at this time and the Board should determine if there needs to be a statutory change to incorporate the enhanced EPPP.

*The Board took a break at 10:00 a.m. and resumed at 10:15 a.m.*

**10. INFORMAL INTERVIEW – SCOTT PADILLA, PSY.D. – Complaint No. 18-34  
DISCUSSION, CONSIDERATION AND POSSIBLE ACTION RELATING TO  
ALLEGATIONS OF UNPROFESSIONAL CONDUCT, PROPOSED FINDINGS OF FACT,  
CONCLUSIONS OF LAW, POSSIBLE DISCIPLINE AND/OR OFFER OF A CONSENT  
AGREEMENT OR REFERRAL TO A FORMAL HEARING - (Dr. Brundage)**

Scott Padilla, Psy.D., Complaint No. 18-34

Chairman Bohanske reviewed Informal Interview procedures. Dr. Padilla was present on his own behalf and was sworn in by Chairman Bohanske. Dr. Brundage provided a summary of the complaint that was submitted by the ex-husband of Dr. Padilla's patient. The complainant alleged that his ex-wife and Dr. Padilla had an affair during their therapeutic relationship that included late night phone calls and excessive texting. Ex-Wife and Dr. Padilla deny that a sexual relationship occurred. Dr. Padilla acknowledged that he recognizes he crossed boundaries, but it was unintentional and intended to help the client. He denied having copies of the text messages between the two.

Dr. Padilla answered the Board's questions and explained his rationale for the late night communication with Ex-Wife. Dr. Padilla described the steps he has taken to ensure that he does not cross boundaries with other patient to include seeking supervision from Dr. Sydney Arkowitz. Board members expressed concerns with Dr. Padilla's communication with Ex-Wife outside of therapy, the lack of boundaries, and that there are no text messages to review; therefore the content of Dr. Padilla's and Ex-Wife's texting is not known.

The complainant appeared telephonically, was sworn in by Chairman Bohanske, and made a statement and answered Board members' questions. The complainant stated that he wanted to clarify that Dr. Padilla's and Ex-Wife's late night phone calls occurred prior to the termination of therapy, he was told by Dr. Padilla that he was an expert in treating the diagnosis that Ex-Wife had, and that Dr. Padilla admitted to the complainant during a phone call that he and Ex-Wife used Snapchat to communicate so that the complainant would not find out. The Board did not have any questions for the complainant.

Chairman Bohanske inquired if Dr. Padilla had any questions for the complainant. Dr. Padilla replied that he did not. Chairman Bohanske inquired if Dr. Padilla had any additional comments before the Board went into deliberation. Dr. Padilla replied that he did not.

The Board deliberated.

**MOTION:** Dr. Brundage made a motion, seconded by Ms. Shreeve, for a finding of unprofessional conduct for violation of A.R.S. §32-2061(16)(o), providing services that are unnecessary or unsafe or otherwise engaging in activities as a psychologist that are unprofessional by current standards of practice; and A.R.S. §32-2061(16)(dd), violating an ethical standard adopted by the board as it pertains to Section 3.05 (Multiple Relationships) of the American Psychological Association Ethical Principles of Psychologists and Code of Conduct, and for an Order of Probation requiring supervision under the following terms:

- Probation for a period of 12 months
- During the probationary period, Dr. Padilla shall meet with supervisor in-person at least two times per month for at least two hours per session.
- The supervisor shall provide quarterly reports to the Board.
- After the first six months, the frequency of supervision may be reduced at the discretion of the supervisor with Board approval.
- Dr. Padilla may be supervised by the supervisor he has voluntarily been seeing, Dr. Arkowitz, but sessions that occurred prior to the effective date of the Order shall not count towards the sessions required under the Order.
- If Dr. Arkowitz will not, or cannot, provide Dr. Padilla the supervision under the Order, then Dr. Padilla will need to submit the name of a proposed supervision to the Executive Director for review and approval.
- Dr. Padilla shall complete 12 hours of continuing education in multiple relationships and teletherapy prior to the end of the term of probation. The 12 hours of continuing education is in addition to the continuing education requirements that are required for license renewal.

**ROLL CALL VOTE:** The motion carried unanimously, 8-0.

**11. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING JAMIE MATANOVICH, PH.D., AND POSSIBLE NON-COMPLIANCE WITH THE CONSENT AGREEMENT IN CASE NO. 17-26 AND RECENT INFORMATION RECEIVED BY THE BOARD OFFICE. – Ms. Michaelsen**

Ms. Michaelsen stated the Board entered into a consent agreement with Dr. Matanovich in July 2018 based on her use of outdated tests when evaluating possibly gifted children. The consent agreement required her to receive supervision for 12 months for a minimum of 20 evaluations and the supervisor would be required to submit quarterly reports to the Board regarding Dr. Matanovich's progress. Ms. Michaelsen noted that Dr. Matanovich initially received supervision from Dr. Stafford for two quarters. However, in his second quarterly report, Dr. Stafford requested to be released from his role as supervisor because he was unable to devote the time necessary. The Board approved Dr. Stafford's request at their meeting in April 2019 and ordered Dr. Matanovich to obtain another supervisor. Dr. Matanovich did not obtain another supervisor despite staff providing Dr. Matanovich with a list of psychologists who may be willing to serve as her supervisor. Ms. Michaelsen stated that the Board office received information from the Paradise Valley Unified School District on August 1, 2019, indicating that they recently received an evaluation from Dr. Matanovich and that the report indicated that she continued to use an outdated version of a test used to evaluate children despite previously

representing to the Board that she would only use current tests.

Dr. Matanovich was present and appeared with her daughter, Pam Matanovich. Dr. Matanovich stated that she is in the process of trying to find another supervisor and that she is going to adhere to the testing standards but will not be providing testing for Paradise Valley school district. Dr. Matanovich answered the Board's questions regarding her supervision for the consent agreement and the report she submitted to the school district. The Board expressed concern with Dr. Matanovich's non-compliance with the consent agreement. Deanna Shahverdian from the Paradise Valley Unified School District was also present and made a statement.

*At 11:46 a.m. Dr. Mellott made a motion, seconded by Ms. Shreeve, to go into Executive Session to obtain legal advice. The motion carried 8-0. Open session reconvened at 11:57 a.m.*

*The Board took a lunch break at 11:58 a.m. and resumed at 1:05 p.m.*

**MOTION:** Chairman Bohankse moved to offer Dr. Matanovich a non-disciplinary consent agreement and order, which contains an indefinite practice restriction that Dr. Matanovich will not conduct any psychological assessments or evaluations that involve administering psychosocial tests or examinations. Dr. Matanovich will limit her practice to providing psychotherapy or counseling only. The Board will stay the non-compliance concerns. Dr. Flowers seconded.

**VOICE VOTE:** The motion carried unanimously, 8-0.

**12. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING BEHAVIOR ANALYST APPLICATION FOR LICENSURE SUBMITTED BY SHAUNA SILVERMAN, M.ED. AND POSSIBLE DENIAL OF THE SAME – Dr. Davis-Wilson**

Dr. Davis-Wilson provided a summary that Ms. Wilson's supervisory experience did not meet the requirement of A.A.C. R4-26-404.2(C)(4)(a) and that Board staff had reached out to Ms. Silverman to inquire if she had additional hours to apply towards licensure, to which Ms. Silverman indicated that she did not. Ms. Wilson requested to withdraw her application.

**MOTION:** Dr. Davis-Wilson moved to allow Ms. Silverman to withdraw her application. Dr. Meier seconded.

**VOICE VOTE:** The motion carried unanimously, 8-0.

**13. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING REQUEST FROM DANIELLE DIPAOLO, PSY.D., HOLDER OF TEMPORARY LICENSE NO. PSY-T-000010, FOR APPROVAL OF POSTDOCTORAL TRAINING PLAN MODIFICATION –Dr. Meier**

Dr. Meier reviewed Dr. Dipaolo's postdoctoral training plan modification request.

**MOTION:** Dr. Meier moved to approve the training plan modification. Dr. Flowers seconded.

**VOICE VOTE:** The motion carried unanimously, 8-0.

**14. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING PROPOSED SUBSTANTIVE POLICY STATEMENT FOR DETERMINATION OF RESIDENCE IN RELATION TO HB2569 – Ms. Jones**

Ms. Jones presented the proposed substantive policy statement regarding the determination of residence in relation to HB2569 for the Board's consideration and approval.

**MOTION:** Ms. Shreeve moved to adopt the substantive policy statement. Mr. Donaldson seconded.

**VOICE VOTE:** The motion carried unanimously, 8-0.

**15. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING ADOPTION OF PROPOSED APPLICATIONS FOR UNIVERSAL RECOGNITION FOR PSYCHOLOGISTS AND BEHAVIOR ANALYSTS – Ms. Jones**

Ms. Jones stated that staff has drafted proposed universal recognition applications for the Board's consideration and approval.

**MOTION:** Ms. Shreeve moved to adopt the two applications. Dr. Davis-Wilson seconded.

**VOICE VOTE:** The motion carried unanimously, 8-0.

**16. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING MARK MAGIER, PSY.D., AS IT RELATES TO COMPLIANCE WITH THE CONSENT AGREEMENT IN CASE NO. 18-08 AND POSSIBLE EXTENSION OF TIMEFRAME FOR FITNESS FOR DUTY EVALUATION IN THE INTERIM CONSENT AGREEMENT FOR CASE NO. 18-33 - Ms. Michaelson**

Ms. Michaelson provided an update that Dr. Magier has located a supervisor since the Board last reviewed this matter and is now in compliance with the Consent Agreement for case no. 18-08. Ms. Michaelson stated that Dr. Magier has requested an extension to complete the fitness for duty evaluation that is ordered in the interim consent agreement for case no. 18-33 and represents that his evaluation is scheduled to take place on August 14, 2019, which is 12 days past the due date specified in the interim consent agreement. Dr. Magier's attorney, Charles Hover III, appeared telephonically and confirmed that the evaluation is scheduled for August 14, 2019 and that Dr. Magier will follow through.

**MOTION:** Chairman Bohankse moved to approve the 12-day extension to complete the fitness for duty evaluation. Ms. Shreeve seconded.

**VOICE VOTE:** The motion carried unanimously, 8-0.

**17. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING RECENT 5 YEAR RULE REVIEW AT THE GOVERNOR'S REGULATORY REVIEW COUNCIL AND OPTIONS FOR MOVING FORWARD WITH RULE PACKAGES – Ms. Jones**

Ms. Jones stated that the Board's 5-year rule review was approved by GRRC on August 6, 2019, and the Board is able to proceed with asking the Governor for an exemption to the rule-making moratorium. Ms. Jones has drafted a letter to the Governor for the exemption request and is seeking the Board's approval before sending.

**MOTION:** Mr. Donaldson moved to approve the letter, seconded by Ms. Shreeve.



**VOICE VOTE:** The motion carried unanimously, 8-0.

**18. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING PROPOSED BUDGET AND STRATEGIC PLAN FOR FY2021 –Ms. Jones.**

Ms. Jones reported that she recently met with the Office of Strategic Planning and Budgeting (OSPB) this week and they indicated the Board should not be asking for any additional funding for next year. Ms. Jones stated that if the Board is not able to do the records digitization this year that she will be requesting the funding for next year.

**MOTION:** Ms. Shreeve moved to approve the proposed budget and strategic plan, seconded by Chairman Bohanske.

**VOICE VOTE:** The motion carried unanimously, 8-0.

**19. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO OFFER TEMPORARY LICENSES AND IF SO, ADOPTION OF PROPOSED APPLICATION FORM – Ms. Jones**

Ms. Jones stated that SB1086 gives the Board the authority to offer a temporary 30-day license. Ms. Jones noted that the Board's current statute already allows for a professional to practice in Arizona for 20 days without a license. After discussion, the Board decided to not pursue this option.

**20. DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING STATUS UPDATE OF PROGRESS ON ADDRESSING ISSUES IN THE SUNSET AUDIT REPORT**

**A. Recommendation #4 regarding a revised claims processing policy- Ms. Michaelsen**

Ms. Michaelsen stated that the Auditor General recommended that staff review the complaint handling procedures so that claims that become complaints are made a priority and processed efficiently. Ms. Michaelsen indicated that staff developed an internal revised claims processing policy that addresses this recommendation in the Sunset Audit report. The Board did not express any concerns with the revised policy and the consensus was to adopt it.

**B. Recommendation #8 regarding accepting BACB information - Ms. Jones**

Ms. Jones stated the auditors recommended that the Board determine if they could more efficiently license behavior analysts by determining if there were materials the Board could rely on from BACB to eliminate duplications during the licensing process. Ms. Jones reported that she contacted Misty Bloom, legal counsel for BACB, and Ms. Bloom indicated that BACB is not able to share copies of the transcripts or supervised experience forms with the Board. The Board expressed concerns if they were to accept verification based upon BACB's review without having the information to verify.

After discussion, Chairman Bohanske made a motion, seconded by Dr. Davis-Wilson, to decline recommendation #8 made by the Auditor General.

**VOICE VOTE:** The motion carried unanimously, 8-0.

**C. Recommendation #7 regarding fee evaluation and possible fee reduction – Ms. Jones**

Ms. Jones stated that the auditors suggested the Board review their fee structure for psychologists and behavior analysts. Ms. Jones reported that staff has tracked the amount of time spent processing initial applications, licensing, renewal applications, and complaints/claims and the fees generated from initial licensure and renewals funds, the cost of all other agency functions, including the most costly component, which is complaint/claims processing.

Ms. Jones recommended that the Board eliminate the convenience fee for using credit cards, reduce licensure fees to \$400 for psychologists and behavior analysts, and reduce renewal fees for psychologist and behavior analysts. The Board requested Ms. Jones to look at the numbers again for the reduction in initial and renewal fees and revisit at the next meeting.

**MOTION:** Ms. Shreeve moved to accept Ms. Jones's recommendation to eliminate the convenience fee, seconded by Dr. Brundage.

**VOICE VOTE:** The motion carried unanimously, 8-0.

**21. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING PROPOSED SUBMISSION TO THE COMMITTEE(S) OF REFERENCE FOR UPCOMING SUNSET HEARING(S) – Ms. Jones**

Ms. Jones presented the letter that she drafted to the Committees of Reference for the sunset review.

**MOTION:** Chairman Bohanske moved to submit the letter, seconded by Ms. Shreeve.

**VOICE VOTE:** The motion carried unanimously, 8-0.

**22. UPDATE ON RECENT PSYPACT COMMISSION MEETING AND POSTING OF PROPOSED PSYPACT RULES – Chairman Bohanske**

Chairman Bohanske stated that the PSYPACT Commission met for the first time and created PSYPACT's proposed rules and bylaws, which are open for public comment for a period of 60 days. The rules and are required to be posted on each PSYPACT state's website. The rules have been posted on the Board's website via a link.

**23. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING BACB CHANGE IN PROCESS FOR PROVIDING VERIFICATION OF PASSING BACB'S EXAMINATION FOR CERTIFICATION – Ms. Jones**

Ms. Jones stated that Ms. Fowkes has prepared a memo, which outlines that, as of July 1, 2019, BACB charges applicants \$25 to complete the verification form that the Board requires to verify passage of the exam. Staff is requesting that the Board consider accepting BCBA certification received from BACB's online registry as evidence of passing the BACB's national exam. The Board discussed the matter, and it was confirmed that all candidates for BCBA certification must pass the BACB's national exam.

**MOTION:** Ms. Shreeve moved to accept verifications from BACB's online registry, seconded by Dr. Davis-Wilson.

**VOICE VOTE:** The motion carried 7-1 with Dr. Mellott voting no.

**24. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING RECOMMENDATIONS FROM LEGISLATIVE COMMITTEE FOR UPCOMING LEGISLATIVE SESSION – Ms. Jones**

Ms. Jones stated that the legislative committee met and recommends to the Board that they approve modifying the statutes to include the requirement for the fingerprint clearance card at the time of application and upon renewal, and to waive the EPPP for applicants with a disciplinary history. The Board agreed to review the EPPP waiver at a later date.

**MOTION:** Mr. Donaldson moved to approve the fingerprint clearance card for the upcoming legislative session, seconded by Ms. Shreeve.

**VOICE VOTE:** The motion carried unanimously, 8-0.

**25. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING APPOINTMENT OF AN INTERIM EXECUTIVE DIRECTOR AND CONSIDERATION OF SPECIAL ASSIGNMENT – Ms. Jones and Mr. Bustamante from Human Resources, Arizona Department of Administration**

Ms. Jones stated that she recommends to the Board that they consider appointing Ms. Michaelson as the Interim Executive Director. Mr. Bustamante was present and provided information to the Board regarding the special assignment process.

**MOTION:** Ms. Shreeve moved to approve Ms. Michaelson as Interim Executive Director, effective August 17, 2019, and was seconded by Mr. Donaldson.

**VOICE VOTE:** The motion carried unanimously, 8-0.

**26. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING THE HIRING OF A NEW EXECUTIVE DIRECTOR – Mr. Bustamante**

Mr. Bustamante explained the different hiring options available to the Board. Board members decided to post the position and discussed salary range and selective preferences for the posting description. Chairman Bohanske asked Ms. Shreeve if she would chair a committee to review the applications and create a list of the top applicants to be interviewed by the Board. Mr. Bustamante explained the interviewing process and clarified that a staff member could be on the committee as well. Board members agreed that they would like to have one staff member on the committee with two Board members. Ms. Shreeve indicated that she would chair the committee. Dr. Davis-Wilson stated that she would join the committee. Ms. Michaelson was appointed to the Committee after stating she would not be applying for the position of Executive Director.

**27. NEW AGENDA ITEMS FOR FUTURE MEETINGS**

There were no items for future meetings.

**28. ADJOURN**

There being no further business to come before the Board, Mr. Donaldson made a motion, seconded by Ms. Shreeve to adjourn the meeting at 2:46 p.m. The motion carried 8-0.

Respectfully submitted,

Diana Davis-Wilson, DBH, BCBA  
Secretary