



Governor  
Douglas A. Ducey

## Arizona Board of Psychologist Examiners

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### Executive Director

Jenna Jones

### Application Review Committee

## MINUTES OF TELEPHONIC MEETING

*February 23, 2018*

*9:30 a.m.*

1740 W Adams St  
1<sup>st</sup> Floor Boardroom (B)  
Phoenix, AZ 85007

### 1. CALL TO ORDER

The regular session of the Arizona State Board of Psychologist Examiners Committee on Behavior Analysts was called to order by Chairman Davidson at 9:34 a.m. on February 23, 2018. No Executive Sessions were held.

### 2. ROLL CALL

#### Committee Members Participating by Telephone

Daniel Davidson, Ph.D., BCBA – Chair  
Bryan Davey, Ph.D., BCBA-D  
Diana Davis-Wilson, DBH, BCBA

#### Staff Present

Heather Broaddus –Deputy Director  
Krishna Poe – Interim Licensing Coordinator

### 3. DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING RECOMMENDATION TO THE BOARD PERTAINING TO APPROVAL OF BEHAVIOR ANALYST APPLICANTS

#### Requesting Approval of Licensure by Experience

Allyson Wandell, M.S. – Committee members proceeded with a substantive review of Ms. Wandell's application. Upon review of her Supervised Work Experience or Independent Fieldwork Verification form submitted by Mary Thomas, the Committee noted that Ms. Wandell did not sign the applicant signature section of the form. The Committee is requesting that she sign the form and return to the Board office. Upon review of her Supervised Work Experience or Independent Fieldwork Verification form, submitted by her supervisor, Katie Sears, the Committee noted that Ms. Sears indicated that the applicant's supervision was from October 24,

2016 – June 18, 2017, at Pride Star Center for Applied Learning, Nashoba Learning Group, and Nashoba Regional School District. The Committee noted that Ms. Sears did not obtain licensure as a behavior analyst in Arizona until June 15, 2017. It was noted that Ms. Wandell's supervision prior to June 15, 2017, may not meet the requirement of A.R.S. §32-2091.03(E). At this time, the Committee is requesting a revision to the Supervised Work Experience or Independent Fieldwork Verification form indicating that Ms. Sears was not licensed in AZ at the time of supervision, and to submit all necessary documentation as described in question # 8 of the form.

Ashley Pruitt, M.S. – Dr. Davis-Wilson recused from reviewing this application. Due to lack of a quorum, her application was forwarded to the Board for substantive review.

Caleigh Winkyaw, M.Ed. – Committee members proceeded with a substantive review of Ms. Winkyaw's application. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and rules. It was the consensus of the Committee to move Ms. Winkyaw's application to the full Board for review and approval of licensure upon receipt of the pro-rated licensure fee.

Erin Mitchell, M.S.W. – Committee members proceeded with a substantive review of Ms. Mitchell's application. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and rules. It was the consensus of the Committee to move Ms. Mitchell's application to the full Board for review and approval of licensure upon receipt of the pro-rated licensure fee.

Jamilah Amirah, M.S. – Committee members proceeded with a substantive review of Ms. Amirah's application. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and rules. It was the consensus of the Committee to move Ms. Amirah's application to the full Board for review and approval of licensure upon receipt of the pro-rated licensure fee.

Melissa Mallon, M.A. – Committee members proceeded with a substantive review of Ms. Mallon's application. Upon review of her response to the first additional information request, the Committee noted that she did not provide a detailed explanation of her supervision and her supervised experience provided by Dr. Lynette Hill. The Committee noted that her supervision took place over a 13 month period (June 1, 2016- July 11, 2017). Additionally, the Committee noted that 1,500 hours of supervision typically occurs over a longer time-frame. At this time, the Committee is requesting a **detailed** summary of her supervision (activities, hours per week) and supporting documentation (supervision logs/forms).

Rula Diab, M.Ed. – Committee members proceeded with a substantive review of Ms. Diab's application and subsequent submission. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and rules. It was the consensus of the Committee to move Ms. Diab's application to the full Board for review and approval of licensure upon receipt of the pro-rated licensure fee.

Samantha McKenna, M.Ed. – Dr. Davis-Wilson recused from reviewing this application. Due to lack of a quorum, her application was forwarded to the Board for substantive review.

Stacie Van Zuidam, M.Ed. – Committee members proceeded with a substantive review of Ms. Van Zuidam's application and subsequent submission. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and rules. It was the consensus of the Committee to move Ms. Van Zuidam's application to the full Board for review and approval of licensure upon receipt of the pro-rated licensure fee.

Teresa A. Cardon, Ph.D. – Committee members proceeded with a substantive review of Ms. Cardon’s application and subsequent submission. Upon review of page 8 of her application, the Committee noted that she did not provide the required photograph. The Committee is requesting that she submit an original, passport quality photograph taken not more than 60 days before the date of the application. Upon review of question #22 of her application, the Committee noted that she answered “yes” but failed to list the accrediting agency. Additionally, the Committee noted that she answered “yes” to questions #23, page 4 of the application. Upon review of her graduate transcripts, the Committee noted that she may not meet the requirement of R4-26-405 (B). At this time, the Committee is requesting that she outline her coursework that meets the 270 hour requirement.

Dr. Davey made a motion, seconded by Dr. Davis-Wilson, to forward the applications of Caleigh Winkyaw, M.Ed, Erin Mitchell, M.S.W., Jamilah Amirah, M.S., Rula Diab, M.Ed., and Stacie Van Zuidam, M.Ed. to the Board for review and approval of licensure upon receipt of the pro-rated licensure fee and to issue additional information request letters to Allyson Wandell, M.S., Melissa Mallon, M.A., and Teresa A. Cardon, Ph.D., regarding the deficiencies discussed in their applications. Ashley Pruitt, M.S. and Samantha McKenna, M.Ed. were forwarded to the Board for substantive review due to lack of a quorum. The motion carried 3-0.

**4. DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING CURRENT APPLICATION FORM AND POSSIBLE CHANGES INCLUDING, BUT NO LIMITED TO POSSIBLE RECOMMENDATIONS FOR CHANGES TO RULES PERTAINING TO THE APPLICATION FORM**

Dr. Davidson provided a summary to the Committee regarding possible revision to the Behavior Analysts application for licensure. After deliberation, Dr. Davis-Wilson volunteered to make revision to the application and bring her recommendation to a future Committee meeting.

**5. DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING DRAFT RULES PERTAINING TO SUPERVISED EXPERIENCE, DEFINITION OF “SUPERVISION PERIOD,” POSSIBLY ALLOWING APPLICANTS TO SUBMIT THE SUPERVISED EXPERIENCE FORM USED FOR CERTIFICATION BY THE BEHAVIOR ANALYST CERTIFICATION BOARD, AND ONLINE CONTINUING EDUCATION**

Committee members discussed adding language to the rule that would allow applicants to submit Supervision documentation that is accepted by the Behavior Analysts Certification Board (BACB). Committee members discussed individuals that would be authorized to verify Supervised Work Experience or Independent Fieldwork. Committee members discussed the definition of “Supervision period”.

**6. DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING IMPACT OF TRANSFERRING VERIFIED COURSE SEQUENCE SYSTEM FROM THE BEHAVIOR ANALYST CERTIFICATION BOARD TO THE ASSOCIATION FOR BEHAVIOR ANALYSIS INTERNATIONAL AND WHETHER ACTION FROM THE BOARD IS NECESSARY**

Dr. Davis -Wilson provided a summary stating that in 2019 the Association Behavior Analysis International (ABAI) will be the agency approving accreditation. Committee members discussed whether ABAI manages course content. The Committee directed Board staff to contact the Behavior Analysts Certification Board (BACB) to inquire about accreditation.

**7. DISCUSSION, CONSIDERATION, AND POSSIBLE ACTIONS REGARDING TO A DRAFT MATRIX FOR REVIEWING LICENSING APPLICATIONS – Dr. Davey**

Dr. Davey provided a summary stating that he will be providing a draft matrix for licensing guidelines to the Committee at a future meeting for review.

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

Committee members agreed the next meeting would be scheduled for March 26<sup>th</sup>, 2018 at 9:30 a.m.

**9. ADJOURNMENT**

There being no further business to come before the Committee, the meeting was adjourned the at 12:25 p.m.

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**Daniel Davidson, Ph.D., BCBA-D**  
**Committee on Behavior Analyst Chair**