



Arizona Board of Psychologist Examiners

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Committee on Behavior Analysts

MINUTES OF TELEPHONIC MEETING

September 28, 2018

9:30 a.m.

1740 W Adams Street, Conference Room B (1st Floor)
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 9:33 a.m. No Executive Sessions were held.

2. ROLL CALL

Committee Members Participating by Telephone

Daniel Davidson, Ph.D., BCBA-D, Chair
Diana Davis-Wilson, DBH, BCBA
Paige Raetz, Ph.D., BCBA-D
Bryan Davey, Ph.D., BCBA-D until 10:05 a.m.
Donald Stenhoff, Ph.D., BCBA-D at 9 :55 a.m.

Committee Members Absent

Donald Stenhoff, Ph.D., BCBA-D at Roll Call. Dr. Stenhoff subsequently joined the meeting at approximately 9:55 a.m.
Dr. Davey was absent after 10:05 a.m.

Staff Present

Heather Broaddus – Deputy Director
Kathy Fowkes – Licensing Specialist

Assistant Attorney General

Jeanne Galvin, Esq.

3. CALL TO THE PUBLIC

There were no requests to address the Committee.

4. APPROVAL OF MINUTES

This item was continued.

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

Requesting Approval of Licensure by Experience

Alana Raubacher, M.A. – The Committee proceeded with a substantive review of the 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. Raubacher’s application to the Board for review and approval of licensure upon receipt of the pro-rated licensure fee.

Jamie Lyn Alexander, M.S. – The Committee proceeded with a substantive review of the 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. Raubacher’s application to the Board for review and approval of licensure upon receipt of the pro-rated licensure fee.

Kelsey Machulis, M.A. – The Committee proceeded with a substantive review of the 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. Raubacher’s application to the Board for review and approval of licensure upon receipt of the pro-rated licensure fee.

Michael Cameron, Ph.D. – Dr. Cameron was present by phone. The Committee proceeded with a substantive review of the application. Ms. Galvin provided guidance to the Committee regarding this application. The Committee discussed the materials submitted, and whether they were complete and fulfilled the requirements of statutes and rules.

MOTION: Dr. Davis-Wilson moved to forward the application to the Board for review and approval of licensure upon receipt of the pro-rated licensure fee. Dr. Raetz seconded.

VOICE VOTE: The motion carried 3-1-1, with one Nay vote (Dr. Davey) and one recusal (Dr. Stenhoff).

Sara Margaret Brown, M.S. – The Committee proceeded with a substantive review of the application. Upon review, the Committee noted that the materials submitted were complete and fulfilled the requirements of statutes and rules with the exception of the supervisor’s answers to question nos. 7 and 8 of the verification form. Contingent upon receiving the corrected form from the supervisor, it was the consensus of the Committee to move Ms. Brown’s application to the Board for review and approval of licensure upon receipt of the pro-rated licensure fee.

MOTION: Dr. Raetz moved to forward the applications of Alana Raubacher, M.A., Jamie Lyn Alexander, M.S., and Kelsey Machulis, M.A., to the Board for review and approval of licensure upon receipt of the pro-rated licensure fee. Also, to informally request additional information from Ms. Brown’s supervisor; and if received timely, to forward the application of Sara Margaret Brown, M.S. to the Board for review and approval of licensure upon receipt of the pro-rated licensure fee. Dr. Stenhoff seconded.

VOICE VOTE: The motion carried 4-0.

6. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING REQUEST FOR EXTENSION OF TIME TO COMPLETE CONTINUING EDUCATION FROM RULA DIAB, M.ED.

The Committee proceeded with a substantive review of Ms. Diab's request for extension of time to complete continuing education (CE) requirements. The Committee noted that Ms. Diab proactively obtained the required amount of CE. Once approved, her renewal could be processed.

MOTION: Dr. Davis-Wilson moved to forward Ms. Diab's request to the Board for approval. Dr. Raetz seconded.

VOICE VOTE: The motion carried 4-0.

7. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING STAFF PROCESS WHEN REQUESTS FOR REACTIVATION OF AN INACTIVE LICENSE ARE RECEIVED

Ms. Broaddus reviewed the draft process. The Committee discussed having a member review requests for administrative completeness before agendaizing the item. Dr. Raetz volunteered to be the member reviewer. It was the consensus of the Committee to accept the process as drafted by staff.

8. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING PROCESS FOR COMMITTEE REVIEW OF APPLICATIONS AND COMPLAINTS

It was the consensus of the Committee to accept the process as drafted by staff.

9. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING REQUEST FOR ADDITIONAL INFORMATION FROM DORIANNE BROWN

It was the consensus of the Committee to drop the matter.

10. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION REGARDING AN UPDATE ON SUPERVISION THAT IS RECEIVED DURING EMPLOYMENT (PRIOR TO LICENSURE) – Dr. Davis-Wilson

Dr. Davis-Wilson provided a summary. It was the consensus of the Committee to accept Dr. Davis-Wilson's conclusion that the Board cannot regulate supervision that takes place after an applicant has BCBA® certification but is not licensed, and is not applying the supervision hours towards licensure.

11. NEW AGENDA ITEMS FOR FUTURE MEETINGS

The Committee requested staff provide a Rules update at the next Committee meeting.

12. ADJOURNMENT

Dr. Stenhoff moved to adjourn, seconded by Dr. Raetz. Upon a unanimous voice vote, the meeting was adjourned at 10:57 a.m.