



ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS

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Regular Session Minutes

June 3, 2016

Board Members Present: Quenton McCallister, Chair, OT Member
 Dr. Donald Hosenfeld, Vice Chair, OT Member
 Dana Hutchings, OT Member

Staff Present: Karen Whiteford, Executive Director
 Vicki Egurrola, Administrative Assistant

Legal Staff Present: Sabrina Khan, Assistant Attorney General

1) CALL TO ORDER

Dr. Hosenfeld called the telephonic meeting to order at 1:35 p.m. (A recording of the meeting is available through the Board Office.)

2) ROLL CALL

The following members were present: Quenton McCallister, Dr. Donald Hosenfeld, and Dana Hutchings

3) REVIEW AND DISCUSS APPROVAL OF MINUTES

a) Regular Session Meeting Minutes of May 6, 2016

Dr. Hosenfeld moved the Board approve the regular session meeting minutes of May 6, 2016. Mr. McCallister seconded the motion. The motion passed 3-0.

b) Executive Session Meeting Minutes of May 6, 2016

Mr. McCallister moved the Board approve the executive session meeting minutes of May 6, 2016. Dr. Hosenfeld seconded the motion. The motion passed 3-0.

4) DECLARATION OF CONFLICTS OF INTEREST

Mr. McCallister recused himself from item 6(c)(i).

Ms. Hutchings recused herself from approval of renewals for Kelsi Hess, Emelia Massimi, Tracy Mcadams, and Gayle Schoenbaum from Item 7b because of professional relationships.

5) REVIEW AND DISCUSS FUTURE BOARD MEETING SCHEDULE

The Board reviewed the meeting schedule for:

- a) July 8, 2016 – Dr. Hosenfeld stated he will need to call in for the meeting. No other changes.
- b) August 12, 2016 – No change
- c) September 9, 2016 – No change

6) ITEMS FOR BOARD REVIEW, DISCUSSION AND LEGAL ACTION

- a) Review, Discussion & Possible Action - Complaints, Investigations and Compliance
 - i) Initial Review of New Complaints
 - (1) There are no new complaints for discussion.
 - ii) Open Complaints/Investigations
 - (1) There are no open complaints/investigations.
- b) Status of Compliance with Board Order/Approval of Board Ordered CE
 - i) Casey Crothers 15-OTA-0550 – No update.
 - ii) Lena Mallant 15-OT-6337 – No update.
 - iii) Erik Pool 15-OTA-4957 – No update.
 - iv) Paul Breuninger 16-OT-3787 – Ms. Whiteford reported that the revised consent agreement signed by Mr. Breuninger was received on 05/31/16.
 - v) Micah Caudle, 16-OT-5674 – No update.
 - vi) Shelley Perry, 16-OT-5054 – No update.
 - vii) Marcia Graham, 16-OT-0454 – Notification letters signed by patients’ parents were received on 05/23/16.
 - viii) Shannon Portz Robinson, 16-OTA-5687 – Ms. Portz Robinson’s signed consent agreement was received and executed on 05/09/16.
- c) Review, Discussion, and Possible Action of Whether or Not to Open A Complaint
 - i) Michelle Lyon, OTA

Mr. McCallister recused himself from this item. This item was tabled due to a lack of a quorum.
 - ii) Samantha Singler, OT

Ms. Whiteford summarized the information received from the Arizona Board of Physical Therapy. Dr. Hosenfeld moved the Board go into executive session to obtain legal advice. Mr. McCallister seconded the motion. The motion was approved 3-0. The Board went into executive session at 1:48 p.m.

Upon returning to regular session, the Board discussed the information. Dr. Hosenfeld moved the Board invite Ms. Singler to an informal meeting to occur within 60 days. Ms. Hutchings seconded the motion. The motion passed 3-0.
- d) Licenses

Substantive review, discussion, and vote regarding the applications for licenses as follows:

 - i) Initial applications:

Sheila Bahr	Lisa Bergin	Stacie Carithers	Shannon Chew
Erika Christopher	Sarah Elizabeth Colquitt	Amber Cooper	Suzanne Dudziak
Susan Engel	Madison Gartman	Bijana Gatalica	Lesley Geyer
Daniel Harberts	Jade Harrison*	Angela Holly	Rebecca Lange

Catherine McDowell	Anne Toy	Catherine Van Deraa	Catherine Young
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* Board Review

Dr. Hosenfeld moved the Board approve the 20 initial applications, including the application requiring Board review. Ms. Hutchings seconded the motion. The motion passed 3-0.

ii) Renewal of licenses:

Michelle Abrams	Martina Allen	Jonathan Amelung	Brigit Anderson
Evelyn Andersson	Caitlin Andreotta	Vicki Arenz	Summer Aubuchon
Mark Balak	Maria Balderas	Oleah Bean*	Laura Beckman*
Denise Bedard	Nicole Benedict	Shemaine Berget	Annette Berka
Kathryn Berry	Jesusa Victoria Biscante Barba	Angela Box	Amanda Branski
Gabrielle Bray	Barbara Brummel	Rachelle Burgener	Vaughn Burgeson
Bethany Bury	Helga Butler	Tyffany Carlson	Victoria Chiantella
Vincent Cochran	Heather Cook	Jenine Cook	Adria Cory
Melanie Criss	David Crosslin	Jennifer Dachtyl	Sue Dahl Popolizio
David D'Ambrosio	Bethany DeJarnatt	Melissa Engel	Ariel Faison
Wendy Ferrell	Teresa Folker	Kathryn Foscue	Dawn Gessner
Leslie Goodrum	Randy Gootzeit	Beth Gourley	Vickie Hansen Barton
Alex Hatchett	Ruth Haxo	Kelsi Hess	Rachel Hill
Susan Hodges	Rebecca Hughes	Scott Hurley	Debra Jacobs
Sarah Kaiser	Barbara Kane	Amanda Karch	Lynda Keegan-Kuglitsch
Julie Kenny	Meredith Lefevre	Catherin Lemons	Sonia Leuvano
Randy Lujan	Rebecca Lundquist	Sara Madderom	Vandana Manik
Kelly Martin	Vickie Martin	Emilia Massimi	George Mata
Rachel Mayer	Tracy Mcadams	Kimberly Miller	Dales Moore
Erin Mulform	Cynthia Murphy	Tamara Nedley	Diane Pace
Valerie Pieraccini	Julie Pierce	Aimee Piller	Rachel Plant
Mary Prince	Kelly Ramdsdell	Teresa Ray	Foli Riegle
Thomas Riter	Kelly Roberson	Kristina Rocker	Carolyn Ross
Sarah Runnells	Mark Sallfrank	Gayle Schoenbaum*	Kathleen Scott
Christine Selger	Michelle Silva	Anne Small	Jessica Smithson
Maryellen Spencer	Scott Stambaugh	Sarah Starkey	Amy Steele
Heather Susong	Monique Swartwood	Lara Taggart	Maria Cecilia Tajan
Denae Tennyson	Mark Viggiani	Gwen Ward	Paula Weisbrodt-Kelly
Kermie Wohlenhaus	Jessica Woods		

* Board Review

Ms. Hutchings recused herself from review and approval of applications for Kelsi Hess, Tracy Mcadams, and Gayle Schoenbaum because she has a professional relationship with them. A quorum could not be reached due to the recusal so all three renewal applications were tabled until the July meeting.

Dr. Hosenfeld moved the Board approve the 109 remaining renewal applications not requiring Board review. Mr. McCallister seconded the motion. The motion passed 3-0.

Board Reviews**Oleah Bean**

Ms. Egurrola answered Board member questions regarding Ms. Bean's application. Following discussion Dr. Hosenfeld moved the Board issue a letter of concern for practicing

without a license, to include a requirement to notify clients within 30 days and provide proof of the notification to the Board. Ms. Hutchings seconded the motion. The motion passed 3-0.

iii) Limited Licenses:

Chyna Coleman			
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7) REVIEW, DISCUSSION, AND POSSIBLE ACTION – BOARD BUSINESS AND REPORTS

- a) Executive Director’s Report – Verbal Report and Discussion – No Action Required
 - i) Financial Report – Ms. Whiteford reported that the May cash report had not been received.
 - ii) Review of Current Legislative Activity (2016) - Ms. Whiteford provided updates on the following bills:
 - (1) HB 2613 regulatory boards; licensing; revisions – Signed by Governor Ducey.
 - (2) HB 2501 health regulatory boards; transfer; DHS – Held in Senate.
 - (3) HB 2014 electronic documents; state agencies – Held in Senate.
 - (4) SB 1111 occupational therapists; information change, notification – Did not progress.
 - (5) SB 1305 AHCCCS; covered services – Did not progress.
 - (6) SB 1443 health profession regulatory boards – Vetoed by Governor Ducey.
 - (7) SB 1524 regulatory board actions; limitations – Signed by Governor Ducey.
 - iii) Review Recent Board Staff Activities – Ms. Whiteford reported that she and Mr. McCallister attended the NBCOT Leadership Forum and made many contacts from across the nation. Mr. McCallister stated he would like to discuss the forum at the July Board meeting.
- b) Administrative Project Status Report – Ms. Whiteford provided an update on the following items:
 - i) Policies and Procedures – No update.
 - ii) Application Automation – No update.
 - iii) Rule Revisions – Ms. Whiteford reported that she participated in a conference call with Benjamin Gross, President of ArizOTA, and Scot Butler, Legislative Liaison, on May 31. Mr. Butler stated that ArizOTA would support rule change that allows the Board to change fees by written resolution, rather than having fees published in rule.
 - iv) Dry Needling Statute Change – During the same conference call with Benjamin Gross and Scot Butler, Mr. Butler stated he did not feel there is a need to change statute to include/exclude dry needling unless it is challenged.
 - v) Board Member Training – Ms. Whiteford stated that there had been problems with registering Board members for CLEAR training that had been fixed and that sign-on information would be emailed shortly. She also stated that a one-hour training on conducting effective Board meetings would be scheduled for the end of the July Board meeting.
 - vi) Sunset Audit – No update.
- c) Other Board Business and Reports
 - i) Open Public Board Member Positions – Ms. Whiteford reported that she had been in touch with the Office of Boards and Commission and that they were trying to add meetings to get caught up on Board member appointments. The first added meeting would have been on June 2. Ms. Whiteford stated that she was not able to get through to anyone at the Office of Boards and Commissions to get an update before the Board meeting.

- ii) Timing of Board Meeting Materials – Ms. Whiteford stated that the deadline for submitting applications had been changed to two weeks prior to the Board meeting. This would allow Board staff time to process the applications and deliver Board meeting materials to the Board the Monday before meetings.

8) AGENDA ITEMS FOR NEXT MEETING

- a) NBCOT Leadership Forum Update – Quenton McCallister

9) CALL TO THE PUBLIC

No members of the public stepped forward to address the Board.

10) ADJOURNMENT

There being no further business before the Board, the meeting adjourned at 2:25 p.m.

Respectfully submitted,

Karen Whiteford
Executive Director