



## ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS

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### Regular Session Minutes

August 11, 2017

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

Board Members Absent:                   None

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

Legal Staff Present:                       Sabrina Khan, Assistant Attorney General

#### 1) CALL TO ORDER

Mr. McCallister called the meeting to order at 1:30 p.m.

#### 2) ROLL CALL

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

#### 3) DECLARATION OF CONFLICTS OF INTEREST

Ms. Hutchings declared she must recuse herself from review of the renewal applications for Frida Inayev, Kimberly MacDonald, Sheila Mick, and Laurie Wallace.

#### 4) REVIEW, CONSIDERATION, AND POSSIBLE ACTION REGARDING APPROVAL OF THE MEETING MINUTES.

a) Regular Session Meeting Minutes of July 14, 2017

b) Executive Session Meeting Minutes of July 14, 2017, 1:41 p.m.

Ms. Paulson moved the Board approve the regular session and executive session meeting minutes from July 14, 2017. Dr. Hosenfeld seconded the motion. The motion passed 4-0.

#### 5) REVIEW AND CONSIDER FUTURE BOARD MEETING SCHEDULE

a) September 8, 2017

b) October 13, 2017

c) November 13, 2017

Ms. Hutchings stated that she would call in for the October 13 meeting. The Board directed staff to correct the meeting date for November to the 17<sup>th</sup>.

**6) CONSENT AGENDA: REVIEW, CONSIDERATION, AND POSSIBLE ACTION ON APPLICATIONS FOR LICENSURE**

Ms. Hutchings recused herself from the consent agenda.

a) Initial Applications (34):

Mr. McCallister moved the Board approve the 34 initial licensure applications. Dr. Hosenfeld seconded the motion. The motion passed 3-0-1.

First Name	Last Name	Application Type
Lauren	Adams	OT
Gina	Blaauw	OT
Ashley	Branfort	OT
Jordan	Branfort	OT
Mikaela	Buettner	OT
Rebecca	Conover	OTA
Jared	Cordum	OTA
Victoria	Daugherty	OT
Shelley	Davis	OT
Amy	Donaldson	OT
Cynthia	Eaton	OT
Kristin	Goodwin	OT
Juanita	Guerrero	OTA
Robin	Helm	OT
Jill	Johnston	OT
Tanya	Kirkman	OT
Emily	Longwell-Grice	OT
Kelley	Martin	OT
Rebeka	Martindell	OT
Natalie	Mast	OT
Tyler	Michael	OT
Lucinda	Mitchell	OT
Ronald	Murphy	OT
Jennifer	Renker	OT
Gloria	Reynaga	OT
Cassandra	Reynolds	OTA
Maria	Roots	OT
Yesmeen	Samad	OT
Talicia	Samaniego	OT
Karissa	Senterfitt	OT
Elizabeth	Smith	OTA
Katherine	Spanos	OT
Kelly	Wilcox	OTA
Natina	Wilson	OTA

b) Renewal Applications (102):

Dr. Hosenfeld moved the Board approve the 102 renewal applications. Mr. McCallister seconded the motion. The motion passed 3-0-1.

License #	First Name	Last Name	License Type	License Status	License Expires	Comments
3113	Steven	Ackerman	OTA	Active	8/10/2017	
3927	John	Allen	OTA	Active	7/24/2017	
1289	Meredith	Andrews	OTA	Active	9/18/2017	
2074	Amy	Armstrong-Heimsoth	OT	Active	8/12/2017	

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License #	First Name	Last Name	License Type	License Status	License Expires	Comments
1549	Jacqueline	Ashlock	OTA	Active	9/25/2017	
4879	Kim	Baerveldt	OT	Active	8/14/2017	
6297	Chelsea	Bailey	OT	Active	9/20/2017	
3557	Kim	Barnes	OT	Active	8/14/2017	
1994	Susan	Bautista	OT	Active	8/17/2017	
6296	Karen	Beale	OTA	Active	9/20/2017	
3554	Mary	Bernabe	OT	Active	8/14/2017	
6268	Valerie	Berner	OT	Active	8/18/2017	
4881	Kathryn	Bleier	OTA	Active	8/14/2017	
5547	Suzanne	Brumfield	OT	Active	8/18/2017	
4418	Autumn	Bruton	OT	Active	8/16/2017	
1001	Stephen	Carnazzo	OT	Active	9/16/2017	
3947	Kimberly	Carpenter	OT	Active	7/15/2017	
1340	Lana	Carr	OT	Active	8/31/2017	
1355	Loren	Carruth	OT	Active	9/13/2017	
2310	Carol	Clauss	OTA	Active	8/12/2017	
2669	Elizabeth	Coon	OTA	Inactive	10/13/2017	
1710	Jennifer	Crandall	OT	Active	9/23/2017	
1503	Stewart	Crandell	OTA	Active	9/14/2017	
3971	Patricia	Daniels	OTA	Active	8/12/2017	
2779	April	Darley	OT	Active	8/20/2017	
6235	Journey	Davis	OT	Active	7/12/2017	
5539	Breanna	Dennis	OT	Active	7/14/2017	
6324	Roxanne	Desouza	OT	Active	9/30/2017	
5553	Heather	Dill-Litts	OT	Active	8/18/2017	
3976	Susan	Doolin	OT	Active	8/12/2017	
5556	Regina	Eason	OT	Active	8/18/2017	
5576	Misty	Eaton	OTA	Active	9/15/2017	
6273	Tina	Edwards	OTA	Active	8/16/2017	
1051	Andrea	Ellensohn	OT	Active	9/21/2017	
6356	Kelli	Emady	OT	Active	11/15/2017	
6239	Michelle	Emerson	OT	Active	7/12/2017	
1380	Kimberly	Enriquez	OT	Active	8/30/2017	
6274	Dee	Ericksonmoen	OTA	Active	8/16/2017	
1395	Leigh Anne	Ervien	OTA	Active	8/31/2017	
3532	Judith	Evans	OT	Active	8/14/2017	
3120	Trina	Feliciano	OT	Active	8/10/2017	
1718	Connie	Ferrell	OT	Active	9/22/2017	
6275	Lindsay	Field	OT	Active	8/16/2017	
6276	Brandice	Ford	OTA	Active	8/16/2017	
0596	Aurelia	Fuller	OT	Active	9/17/2017	
1997	Jeanne	Fusco	OT	Active	8/18/2017	
2816	Connie	Gardner	OT	Active	9/16/2017	
5557	Deborah	Gerisilo	OTA	Active	8/18/2017	
1071	Donna	Gilbert	OT	Active	8/23/2017	
3542	Teanna	Hall	OT	Active	8/14/2017	
6278	Allison	Handler	OT	Active	8/16/2017	
1659	Helene	Hanson	OTA	Active	9/22/2017	
5578	Heather	Helton	OT	Active	9/15/2017	
5528	Munirah	Henderson	OTA	Active	7/14/2017	
2762	Lisa	Herrmann	OT	Active	8/21/2017	

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License #	First Name	Last Name	License Type	License Status	License Expires	Comments
4876	Amanda	Higgins	OT	Active	7/20/2017	
4890	Jamil	Hoard	OTA	Active	8/14/2017	
3141	B. Noelani	Hong	OT	Active	9/14/2017	
4892	Frida	Inayev	OT	Active	8/14/2017	
5580	Jessica	Kaltenberger	OT	Active	9/15/2017	
3124	Quinchel	Kent	OT	Active	8/28/2017	
2422	Darci	Komac	OT	Active	8/15/2017	
2058	Roslyn	Locker	OT	Active	11/16/2017	
5559	Danielle	Lowthian	OT	Active	8/18/2017	
1631	Kimberly	MacDonald	OTA	Active	9/22/2017	
4896	Chantel	Mann	OTA	Active	8/14/2017	
2796	Sheila	Mick	OT	Active	9/16/2017	
3440	Amanda	Miller	OT	Active	8/12/2017	
6280	Shannon	Morin	OT	Inactive	8/16/2017	
0905	Steven	Nagy	OT	Active	9/18/2017	
3138	Angela	Nocella	OT	Active	8/10/2017	
5563	Anne	Odhiambo	OTA	Active	8/18/2017	
6282	Donna	Olen	OTA	Inactive	8/16/2017	
6314	Sydney	Petersen	OT	Active	9/20/2017	
2800	Deanne	Peterson	OT	Active	9/16/2017	
3966	Carolyn	Plemons	OT	Inactive	7/15/2017	
5588	Laura	Pollock	OT	Active	9/15/2017	
6315	Hiu Man	Poon	OT	Active	9/20/2017	
3467	Marie	Poonawala	OT	Active	9/16/2017	
5604	Kelly	Preciado	OT	Active	9/19/2017	
3049	Kate	Pressman	OT	Active	9/14/2017	
2503	Steven	Quagliano	OTA	Active	8/14/2017	
1082	Cynthia	Relford	OT	Inactive	9/13/2017	
2806	Kathleen	Richards	OTA	Active	9/16/2017	
1543	Jan Marie	Ristau	OTA	Active	9/22/2017	
6255	Cuyler	Romeo	OT	Active	7/12/2017	
3137	Steve	Salazar	OTA	Active	8/10/2017	
2764	Kimberly	Salinas	OT	Active	9/16/2017	
6257	Heather	Seder	OT	Active	7/12/2017	
0847	Deborah	Sellers	OT	Active	8/26/2017	
5593	Gina	Sentelik	OT	Active	9/15/2017	
3129	Aaron	Shamblin	OT	Active	8/10/2017	
5536	DaeLynn	Shiflett	OTA	Active	7/14/2017	
5597	Liuslina	Sooter	OT	Active	9/15/2017	
6288	Beth-Ann	Stoltzner	OTA	Active	8/16/2017	
6289	Lauri	Stumph	OT	Active	8/16/2017	
2802	Marjan	Terhorst	OT	Inactive	9/16/2017	
1099	Anna	Thomas	OT	Active	9/29/2017	
2757	Abby	Ulrich	OT	Active	8/26/2017	
1403	Jori	Vancamp	OTA	Active	8/31/2017	
4932	Laurie	Wallace	OT	Active	9/18/2017	
2025	Jayson	Zwiers	OT	Active	9/14/2017	

c) Limited License Applications (5)

Mr. McCallister moved the Board approve the 5 limited license applications. Dr. Hosenfeld seconded the motion. The motion passed 3-0-1.

First Name	Last Name
Adrian Winfred	Go
Jose	Leon
Susanna	Todd
Shelby	Voorhees
Angel	Wilson

**7) REVIEW, CONSIDERATION, AND POSSIBLE ACTION ON APPLICATIONS FOR LICENSURE**

- a) Initial Applications – Board Review
  - i) Laura Dean – Following review and discussion, Ms. Hutchings made a motion to take no action. Ms. Hutchings rescinded her motion. Ms. Hutchings made a motion to approve Ms. Dean’s application. Mr. McCallister seconded the motion. The motion passed 4-0.
  - ii) Hana Lewis – Following review and discussion, Dr. Hosenfeld moved the Board approve Ms. Lewis’ application. Ms. Paulson seconded the motion. The motion passed 4-0.
- b) Renewal Applications – Board Review
  - i) Stephanie Steele – Following review and discussion, Dr. Hosenfeld moved the Board approve Ms. Steele’s application. Ms. Hutchings seconded the motion. The motion passed 4-0.
- c) Limited Permit Applications – Board Review  
None

**8) REVIEW, CONSIDERATION, AND POSSIBLE ACTION – COMPLAINTS, INVESTIGATIONS AND COMPLIANCE**

- a) Initial Review of New Complaints
  - i) None
- b) Open Complaints and Investigations
  - i) Susan Maranto, OTA #4410 – This item was continued to the October 13 Board meeting.
- c) Review, Discussion, and Possible Action of Whether or Not to Open a Complaint
  - i) None
- d) Status of Compliance with Board Order/Approval of Board Ordered CE
  - i) Natasha Lewis, 16-OTA-6746 – Ms. Whiteford reported that there was no status update for Natasha Lewis.
  - ii) Michelle Lewis, 17-OTA-6904 – Ms. Whiteford reported that Michelle Lewis attended the July 14, 2017, Board meeting and is currently in the audience for the August meeting.
  - iii) Shannon Portz Robinson, 16-OTA-5687 – Ms. Whiteford reported that Ms. Portz Robinson has met all of the requirements of her probation which terminates on 9/21/17.
  - iv) Michelle Escalante, 17-OTA-6942 – Ms. Whiteford reported that Ms. Escalante has met all of the requirements of her probation which terminates on 10/04/17.
  - v) Leanne Kozeliski, 17-OTA-3257 – Ms. Whiteford reported that there was no change to Ms. Kozeliski’s status.
  - vi) Gayle Schoenbaum, Non-Disciplinary, 16-OTA-6746 – Ms. Whiteford reported that there was no update to Ms. Schoenbaum’s status. The Board directed staff to send a reminder to Ms. Schoenbaum.
  - vii) Shane Johnson, 17-OT-2743 – Ms. Whiteford reported that there was no update to Mr. Johnson’s status. The Board directed staff to send a reminder to Mr. Johnson.

**9) REVIEW, CONSIDERATION, AND POSSIBLE ACTION – BOARD BUSINESS AND REPORTS**

- a) Executive Director’s Report – Verbal Report and Discussion – No Action Required  
Ms. Whiteford provided a verbal report.
  - i) Financial Report
  - ii) Review Recent Board Staff Activities
- b) Administrative Project Status Report

- i) Policies and Procedures – No update.
- ii) Application Automation (eLicensing) – Ms. Whiteford reported that the project is now projected to take six months, with implementation expected in February 2018.

Ms. Egurrola left the meeting at 1:54 p.m.

- iii) Compliance with Executive Order 2017-02 (Stakeholder Survey) – The Board discussed the results of the survey. Ms. Whiteford stated that a majority of the responses were regarding online licensing, which will be implemented in 2018. The rules that the Board may look into modifying are those relating to continuing education, supervision, and name change timing requirement.
- iv) Rule Revisions – No update.
- v) Board Member Training – Tabled to the end of the meeting.
- vi) Sunset Audit – Ms. Whiteford reported that she will complete it by September 1.
- c) Other Board Business and Reports
  - i) Implementation of HB2372 public benefits; fee waivers; requirements – Ms. Whiteford reported that the guidance she received from the Governor’s office regarding implementation of the fee waiver violates the Board’s statutes.
  - ii) Review of 2017 Legislative Update Memo – Tabled to the end of the meeting.
  - iii) Open Public Board Member Position – No update.
  - iv) Move to 1740 W. Adams Ave. – Ms. Whiteford reported that the project continues to move forward.
  - v) WebEx Conferencing – Ms. Whiteford talked about the benefits of WebEx.
  - vi) Fiscal Year 2017 Budget – Ms. Whiteford stated that she is working on the budget, which will likely change significantly in fiscal year 2019 due to the move, the closure of Brown Mackie College, the fee waiver implementation, and eLicensing.
  - vii) SendGrid and Email Renewal Due Notice – Ms. Whiteford reported that the renewal reminders for October were successfully sent via SendGrid.

Ms. Hutchings requested the Board go back to item 9)c)v).

- v) WebEx Conferencing – Ms. Hutchings asked if meetings could be held with all members attending via WebEx. Ms. Whiteford stated that as long as the statute didn’t require in-person, that should be acceptable. However, case reviews are much more successful in-person.

Dr. Hosenfeld stepped out of the Board Meeting at 2:40 p.m. and returned at 2:42.

## **9) REVIEW, CONSIDERATION, AND POSSIBLE ACTION – BOARD BUSINESS AND REPORTS**

- c) Other Board Business and Reports
  - ii) Review of 2017 Legislative Update Memo – Ms. Khan reviewed the legislation affecting the Board that was passed in the 53<sup>rd</sup> legislative session.

Ms. Whiteford requested the Board go back to item 9)b)iii).

- b) Administrative Project Status Report
  - iii) Compliance with Executive Order 2017-02 (Stakeholder Survey) – Ms. Whiteford asked if the Board would be willing to accept DPS-Issued Fingerprint Clearance Cards, as well as fingerprint cards. Following discussion, Ms. Khan stated that change would require a change in statute.

## **10) AGENDA ITEMS FOR NEXT MEETING – IF ANY**

There were no agenda items for the next meeting.

## **11) CALL TO THE PUBLIC**

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No members of the public stepped forward to comment.

**12) ADJOURNMENT**

There being no further business before the Board, the meeting adjourned at 3:02 p.m.

Respectfully Submitted,

Karen Whiteford  
Executive Director