



ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS

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Regular Session Minutes

October 13, 2017

Board Members Present: Quenton McCallister, Chair, OT Member
 Dana Hutchings, OT Member (by phone)
 Barbara Paulson, Public Member

Board Members Absent: Dr. Donald Hosenfeld, Vice Chair, OT Member

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 1:48 p.m.

2) **ROLL CALL**

The following members were present: Quenton McCallister, Dana Hutchings (by phone), and Barbara Paulson.

3) **DECLARATION OF CONFLICTS OF INTEREST**

There were no conflicts of interest reported.

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

a) Regular Session Meeting Minutes of September 8, 2017

Ms. Paulson moved the Board approve the regular session meeting minutes of September 8, 2017.

Mr. McCallister seconded the motion. The motion passed 3-0.

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

There were no conflicts with the future Board meeting schedule.

a) November 3, 2017

b) December 8, 2017

c) January 12, 2018 (1740 West Adams, Phoenix)

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

a) Initial Applications (47):

Barbara Paulson moved the Board approve the 47 initial applications. Mr. McCallister seconded the motion. The motion passed 3-0.

First Name	Last Name	Application Type
Wendy	Ainsworth	OT
Jeanne	Baxter	OTA
Danielle	Blass	OT
Jennifer	Brown	OT
Whitney	Buesgens	OT
Sarah	Dacy	OT
Jaylee	Davis	OTA
Kayla	Dease	OTA
Margaret	DiMiceli	OT
Alexis	Doutre	OTA
Brianne	Duncan	OT
Ami	Filler	OTA
Katelyn	Finney	OT
Shelly	Flanigan	OTA
Ana	Garcia	OTA
Byron	Gaskin	OT
Analisa	Guimaraes	OT
Thelma	Hale	OTA
Meg	Hastings	OT
Tiffany	Jennings	OTA
Julia	Jusko	OT
Erin	Kahover	OTA
Corinne	Kimbrell	OT
Katie	Kirwan	OT
Neha	Kohli	OT
Christopher	Liebl	OT
Alexandra	Lincoln	OTA
Douglas	Lippincott	OTA
Mark	Loomis	OT
Rosette May	Meadows	OTA
Shannon	Mendenhall	OT
Kimberly	Osorio	OT
Linda	Pior	OTA
Shari	Pleiter	OT
Mara	Prindle	OT
Ashley	Prunty	OT
Nadya	Ravanliyska-YosiFova	OTA
Marin	Raymond	OT
Himangini	Rishi	OT
Jenna	Rogers	OT
Blake	Sahd	OT
Meghan	Sanborn	OT
Lauren	Sherry	OT
Erica	Tucker	OTA
Alison	Vandello	OT
Johanna	Walmsley	OT
Ashley	Whitley	OTA

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b) Renewal Applications (126):

Mr. McCallister moved the Board approve the 126 renewal applications. Ms. Paulson seconded the motion. The motion passed 3-0.

License #	First Name	Last Name	License Type	License Status	License Expires	Comments
3459	Cayla	Anderson	OT	Active	9/16/2017	
6295	Anna	Andrus	OT	Active	9/20/2017	
2778	Kimberly	Aston	OT	Active	9/16/2017	
5635	Karen	Berry	OTA	Ready	10/21/2017	
6328	Amanda	Blattman	OT	Active	10/8/2017	
5609	Donald	Boyk	OT	Active	10/20/2017	
2020	Rennetta	Brown	OT	Active	9/16/2017	
4937	Yvonne	Bueno	OT	Active	10/16/2017	
2774	Darcie	Bulger	OT	Active	9/13/2017	
3148	Diana	Chapin-Tsai	OT	Active	11/16/2017	
6330	Justin	Christman	OT	Active	10/8/2017	
4429	Melissa	Clark	OT	Active	10/17/2017	
1128	Mary	Clement	OT	Active	10/23/2017	
5610	Katherine	Collmer	OT	Active	10/20/2017	
3127	Laura	Comfort	OT	Active	10/22/2017	
4911	Kristel	Croffoot	OT	Active	9/18/2017	
5550	Casey	Crothers	OTA	Active	9/17/2017	
4972	Lorissa	DePalma	OTA	Active	11/9/2017	
3581	Rebecca	Dillard	OT	Active	10/13/2017	
1811	Eric	Dorf	OT	Active	11/16/2017	
1706	Robin	Dyson	OTA	Active	9/22/2017	
5602	Constance	Eggert	OT	Inactive	9/15/2017	
6302	Pamela	Evans	OT	Active	9/20/2017	
3162	Laurie	Feest	OT	Active	10/13/2017	
2466	Susan	Fetter	OT	Active	11/21/2017	
0130	Jennifer	Fiero	OT	Active	3/12/2018	
1958	Michele	Foutz	OT	Active	11/12/2017	
5607	Sarah	Fraire	OTA	Active	9/19/2017	
6406	Christi	Fuller	OTA	Ready	12/13/2017	
1536	Diane	Garcia	OTA	Active	10/13/2017	
2472	Mary	Good	OT	Active	11/21/2017	
0673	Darla	Goodman	OT	Active	11/1/2017	
3116	Kathy	Gunsolus	OTA	Active	9/14/2017	
1691	Tifany	Guy	OTA	Ready	10/22/2017	
4943	Tamara	Hainline	OTA	Active	10/16/2017	
4022	Kathleen	Hann	OT	Active	10/14/2017	
4431	Kimberly	Hanson	OTA	Active	9/17/2017	
6325	Brittany	Helzer	OT	Active	10/5/2017	
6305	Katherine	Hillman	OT	Active	9/20/2017	
4944	Katie	Holly	OTA	Active	10/16/2017	
6306	Allyson	Housaman	OT	Active	9/20/2017	
2031	Lynn	Johnson	OT	Active	11/13/2017	
6409	Megan	Johnson	OTA	Ready	12/13/2017	
5619	Tatiana	Jones	OT	Active	10/20/2017	
4949	Beth Ann	Kaib	OTA	Active	10/16/2017	
3588	Brenda	Kania-Neeley	OTA	Active	10/16/2017	
1268	Donna	Kempf	OTA	Active	9/17/2017	
6410	Elizabeth	Kennedy	OTA	Ready	12/13/2017	
4946	Debra	Kildahl	OT	Active	10/16/2017	

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License #	First Name	Last Name	License Type	License Status	License Expires	Comments
4454	Sangeeta	Kirtikar	OT	Active	10/8/2017	
1728	Tammy	Kirton Jennings	OTA	Active	9/23/2017	
4915	Nikki	Ko	OT	Active	9/18/2017	
4917	Jennifer	Labrie	OTA	Active	9/18/2017	
6336	Stephanie	Larson	OTA	Active	10/8/2017	
4947	Hilda	Legua	OTA	Active	10/16/2017	
0986	Melinda	Lewis	OTA	Active	10/24/2017	
4919	Vanessa	Magallanes	OTA	Active	9/18/2017	
1751	Sharidan	Martin	OTA	Active	10/22/2017	
4397	Suzanne	May	OT	Active	9/15/2017	
3990	Beata	McDowell	OTA	Active	10/14/2017	
5583	Terri	McKinster	OTA	Active	9/15/2017	
3590	Elizabeth	Mclendon	OT	Active	10/16/2017	
1191	Patricia	Milam	OTA	Active	10/14/17	
5585	Sahra	Montoya	OTA	Active	9/15/2017	
5592	Yvette	Morales	OTA	Active	9/15/2017	
6346	Jaimi	Morgan	OTA	Active	10/12/2017	
6313	Justine	Muntz	OTA	Active	9/20/2017	
4951	Brynn	Nealon	OT	Active	10/16/2017	
3074	Corri	Nickele	OT	Active	12/11/2017	
4983	Rita	Olsen	OTA	Active	11/20/2017	
4954	Kelly	Palmer	OT	Active	10/16/2017	
4439	Tamara	Patton	OT	Active	9/17/2017	
4941	Amy	Perkins	OT	Active	10/16/2017	
6366	Rebecca	Peryea	OT	Active	11/15/2017	
3166	Bernadette	Pierson	OT	Active	11/16/2017	
0791	Thomas	Pinter	OT	Active	9/16/2017	
4957	Erik	Pool	OTA	Active	11/12/2017	
6316	Trisha	Poorbaugh	OTA	Active	9/20/2017	
1685	Patricia	Powell	OTA	Active	10/3/2017	
3146	Carrie	Ptacin	OT	Active	9/14/2017	
0672	Teri	Rabasca	OT	Active	10/20/2017	
3564	Marissa-Vil	Rama	OT	Active	9/11/2017	
5038	Heather	Ratliff	OT	Inactive	2/5/2018	
4924	Emily	Reilly	OT	Active	9/18/2017	
1688	Karen	Rice	OT	Active	9/9/2017	
6338	John	Rider	OT	Active	10/8/2017	
4929	Jane	Rivera	OTA	Active	9/18/2017	
4926	Janet	Robison	OTA	Inactive	9/18/2017	
3603	Albert	Rodriguez	OTA	Active	10/16/2017	
1336	Debbie	Rolan	OTA	Active	10/24/2017	
5590	Rhonda	Rone	OTA	Active	9/15/2017	
5591	Candice	Roth	OTA	Active	9/15/2017	
3589	Prakash	Sahoo	OT	Active	10/16/2017	
3587	Seema	Sahoo	OT	Active	10/16/2017	
1427	Kristie	Sailer	OT	Active	9/20/2017	
6317	Janet	Scamehorn	OT	Active	9/20/2017	
1456	Diane	Segal	OT	Active	10/22/2017	
2822	Dana	Seiss	OT	Active	11/1/2017	
6318	Nicole	Sellers	OT	Active	9/20/2017	
6319	Stacey	Shepherd	OT	Active	9/20/2017	
5630	Meg	Sherwood	OTA	Active	10/20/2017	

License #	First Name	Last Name	License Type	License Status	License Expires	Comments
1335	Sharla	Shiple	OTA	Active	10/22/2017	
3573	Monika	Shumbo-Poissant	OT	Active	9/11/2017	
2815	Cecilia	Singh	OT	Active	10/14/2017	
1457	Nancy	Skodiak	OT	Active	10/22/2017	
5618	Julea	Smalenberg	OT	Active	10/20/2017	
6342	Tanya	Snyder	OT	Active	10/8/2017	
6339	Steven	Stathas	OTA	Active	10/8/2017	
2431	Sara	Stuckenschneider	OT	Active	9/16/2017	
5599	Sarah	Taggart	OT	Active	9/15/2017	
6379	Kelli	Tennis	OTA	Active	11/15/2017	
0394	Debra	Tew	OT	Active	10/14/2017	
6320	Elissa	Thompson	OT	Active	9/20/2017	
6340	Kenneth	Tucker	OT	Active	10/8/2017	
2337	Angelica	Vogelsang	OT	Active	1/22/2018	
1393	Ruth	Waldrop	OT	Active	11/12/2017	
0801	Laura	Walker	OT	Active	10/14/2017	
4933	Rebecca	Waters	OTA	Active	9/18/2017	
6322	Aaron	Wheeler	OT	Active	9/20/2017	
4964	Tasha	Wiles	OTA	Active	10/16/2017	
1551	Sondra	Wilkinson	OTA	Inactive	9/12/2017	
2458	Anne	Williams	OT	Ready	10/11/2017	
6344	Christina	Wright	OTA	Active	10/8/2017	
6345	Camille	Yocham	OTA	Active	10/8/2017	
6385	Cindy	Yu	OT	Active	11/15/2017	
4969	Aubresca	Zimmer	OTA	Active	10/27/2017	

- c) Limited License Applications (0)
None

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

- a) Initial Applications – Board Review
 - i) Michelle Bacani – Ms. Paulson moved the Board approve Ms. Bacani’s application. Ms. Hutchings seconded the motion. The motion passed 3-0.
 - ii) Rachel Beirne – Mr. McCallister moved the Board approve Ms. Beirne’s application. Ms. Paulson seconded the motion. The motion passed 3-0.
 - iii) Nathan Biddulph – Mr. McCallister moved the Board approve Mr. Biddulph’s application. Ms. Hutchings seconded the motion. The motion passed 3-0.
 - iv) Nicole Butler – Ms. Paulson moved the Board approve Ms. Butler’s application. Mr. McCallister seconded the motion. The motion passed 3-0.
 - v) Andrea Jacobson – Mr. McCallister moved the Board approve Ms. Jacobson’s application. Ms. Hutchings seconded the motion. The motion passed 3-0.
 - vi) Fonta Wenger – Ms. Paulson moved the Board approve Ms. Wenger’s application. Ms. Hutchings seconded the motion. The motion passed 3-0.
- b) Renewal Applications – Board Review
None
- c) Limited Permit Applications – Board Review
None

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

- a) Initial Review of New Complaints
 - i) Jyhfang Jehng, OT #2990 – Mr. McCallister moved the Board invite Mr. Jehng to an informal meeting to discuss the complaint at the December 8 Board meeting. Ms. Paulson seconded the motion. The motion passed 3-0.
- b) Open Complaints and Investigations
 - i) Susan Maranto, OTA #4410 – Continued to November 3 meeting
- c) Review, Discussion, and Possible Action of Whether or Not to Open a Complaint
None
- d) Status of Compliance with Board Order/Approval of Board Ordered CE
 - i) Natasha Lewis, 16-OTA-6746 – Ms. Whiteford stated that there was no update to Ms. Lewis' status.
 - ii) Michelle Lewis, 17-OTA-6904 – Ms. Whiteford stated that Ms. Lewis met all of her probation requirements and her probation would expired on 2/23/19.
 - iii) Leanne Kozeliski, 17-OTA-3257 – Ms. Whiteford informed the Board that Ms. Kozeliski met the requirements of her probation which ends on 10/20/17.
 - iv) Gayle Schoenbaum, Non-Disciplinary, 16-OTA-6746 – Ms. Whiteford informed the Board that the required quarterly documents were received by Board staff.
 - v) Shane Johnson, 17-OT-2743 – Ms. Whiteford stated that the quarterly required document was received by Board staff.

Ms. Egurrola asked the Board if staff is required to report on compliance with Board orders for those who have met the requirements of their order and are awaiting automatic termination of probation. The Board agreed that staff does not have to report on those simply awaiting probation termination.

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 on the following items. No Board action was required.
 - i) Financial Report
 - ii) Review Recent Board Staff Activities
- b) Administrative Project Status Report
 - i) Policies and Procedures – Ms. Whiteford stated that procedures must be added for remote deposit and for eLicensing once it is implemented.
 - ii) Application Automation (eLicensing) – Ms. Whiteford reported that the project is on track.
 - iii) Compliance with Executive Order 2017-02 (Stakeholder Survey) – Ms. Whiteford stated that she has not had an opportunity to write a communication piece in response to the survey.
 - iv) Rule Revisions – No update.
 - v) Board Member Training – No update.
 - vi) Sunset Audit – No update.
 - vii) Remote Deposit – Ms. Whiteford reported that she made the first remote deposit on 10/12/17.
- c) Other Board Business and Reports
 - i) Review and Approval/Disapproval of Contingent License Approval Upon Receipt of Passing Test Scores – Mr. McCallister asked Board staff if doing contingent approvals would be feasible. Ms. Whiteford stated that it would make the license issuance process more difficult for staff and suggested the process be built into the eLicensing project.
 - ii) Implementation of HB2372 public benefits; fee waivers; requirements – Ms. Whiteford stated that the Athletic Training Board recently approved its' first fee waiver.

- iii) Open Public Board Member Position – Ms. Whiteford stated that she has not heard anything from the Governor’s Office of Boards and Commissions.
- iv) Move to 1740 W. Adams Ave. – Ms. Whiteford reported that the Board office will move on 12/21/17 and that the Badging office would be at the November Board meeting to photograph Board members.
- v) Google Suite Transition – Ms. Whiteford stated that the Google Suite transition would be completed before the move to 1740 W. Adams.

10) AGENDA ITEMS FOR NEXT MEETING – IF ANY

There were no requested agenda items for November 3.

11) CALL TO THE PUBLIC

No members of the public stepped forward to speak.

12) ADJOURNMENT

There being no further business before the Board, the meeting adjourned at 2:10 p.m.

Respectfully Submitted,

Karen Whiteford
Executive Director