



ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS

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Regular Session Minutes

July 8, 2016

Board Members Present: Quenton McCallister, Chair, OT Member
 Dr. Donald Hosenfeld, Vice Chair, OT Member – By Phone
 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

Mr. McCallister called the telephonic meeting to order at 1:31 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 (by phone), and Dana Hutchings

6) ITEMS FOR BOARD REVIEW, DISCUSSION AND LEGAL ACTION

d) Licenses

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

i) Initial applications:

Lucius Arline	Michelle Baum	Melanie Billings	Ariana Borgaily
David Boyd*	Emily Bunhauser	Emily Church	Tracie Dahl
Sara Davis	Harrison Guillory	Christopher Gutierrez	Jodi Hageman
Jennifer Hahn	Lailah Hamed	Sonia Hussain	Dorothy Keane
Rebecca Klomp	Morgan Kriefels	Tara Lakes	Erin Leyva
Jennifer Lopez	Rachel Marks	Amanda Mazerall	Mercedes McVeigh
Andrea Mitchell	Wendolyn Neptune	Emma Olson	Cindie Parsons
Mary Pinelo	Aurivane Silva	Jetnor Sinani	Anna Tennial
Theresa Wells			

* Board Review

Mr. McCallister moved the Board approve the 32 initial applications not requiring Board review. Ms. Hutchings seconded the motion. The motion passed 3-0.

Board Reviews

David Boyd

Following review of the information provided by Mr. Boyd, Mr. McCallister moved the Board approve Mr. Boyd’s application. Ms. Hutchings seconded the motion. The motion passed 3-0.

ii) Renewal of licenses:

Yemisrach Adefris	Linda Baird	Cindy Boezwinkle+	Sheri Bowes
Jill Bowman	Amanda Bruce	Susan Bruining	Sharon Buchanan
Leilani Burton	Christen Carr	Christina Carreras-Evans	Margaret Christy
Mildred Clay	Brendan Cluff	Kelly Collier	Sarina Cory
Thomas Cote*	Jessica DeMoss	Lisa Deresz	Beth Dickson
Dana Dobson	Brooke Eberle	K’ Engel	Jason Ernst
Kristy Face	Kelly Filo	Shelly Fizer	Barbara Flores
Tara Forstrom	Abdul Franco	Karin Frank	Camille Frazer
Lisa Friedman	Carole Gates	Ramona Gavvila	Autumn Gaylor
Erica Geroges	Julie Gerdts	Jessica Ghetes	Jill Gilbank
Melissa Gitter	Vanessa Gorelkin	Catherine Grennell	Christine Gurule
Lori Haas	Douglas Haney	Bernadette Harkins	Rachel Martman
Chelsea Hesby	Kelsi Hess	James Hill	Juanita Hiltner
Mariah Huber	David Hudson	Cynthia Ivy	Marcel Jack
Shaeleen Johnston	Ellyn Jones	Katherine Jones	Harlie Kanner
Wendy Kappenman	Catherine Killinger	Kathleen Klass	Tracey Kunz
Liza Labarbera	Leslie Levy	Sari Lewis	Carol Lock
Bonnie Maginn	Emilia Massimi	Tracy Mcadams	Joann Mcfee
Felicia McMahon	Marianne Mortera	Nancy Moses-Cobb+	Sue Mulholland
Sarah Mullback	Elizabeth Murphy	Kathleen Myers	Melissa Novak
John Oakes	Sandra O’leary	Diana Partain	Anna Pasquinelli
Virginia Paulsen	Kristine Polnow	Brian Portugal	Jo Ann Precup
Larkin Pronty	Cherie Radulovich	Joseph Ragin	Ray Ramnarine
Nicole Raus	Elizabeth Reed	Amie Richter	Kathryn Rotchford
Miranda Rouw	Babette Rupp	Gayle Schoenbaum*	Susan Sheehan
Jacqueline Smith	Amy Snyder	Catherine Sondrol	Helen Spencer
Lisa Starzetski	Nicole Stelmach	Adam Story	Danielle Stradline
Erik Sullivan	Kelli Sullivan	Terri Tadeo	Maritza Tafur
Angelita Talamantes	Jill Taylor	Tami Thornton	Norma Tolle
Curtis Ust	Christina Verdugo*	Andrea Vogt	Chelsey Walworth
Angela Wolff	Robert York	Katrina Young	Edelmira Ysasi
Caroline Zakrocki	Karen Zebrowski-Morrison	Diane Zinn	

* Board Review + Back to Active

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.

Mr. McCallister moved the Board approve the 119 remaining renewal applications not requiring Board review or going back to active. Ms. Hutchings seconded the motion. The motion passed 3-0.

Ms. Hutchings moved the Board approve the applications for Cindy Boezwinkle (back to active), Thomas Cote (Board review), Nancy Moses-Cobb (back to active), and Christina Verdugo (Board review). Mr. McCallister seconded the motion. The motion passed 3-0.

iii) Limited Licenses:

There were no limited license applications for approval.

3) REVIEW AND DISCUSS APPROVAL OF MINUTES

- a) Regular Session Meeting Minutes of April 8, 2016
- b) Regular Session Meeting Minutes of June 3
- c) Executive Session Meeting Minutes of June 3, 2016

Mr. McCallister moved the Board approve the regular session meeting minutes of April 8, 2016, the regular session meeting minutes of June 3, 2016, and the executive session meeting minutes of June 3, 2016. Ms. Hutchings seconded the motion. The motion passed 3-0.

6) ITEMS FOR BOARD REVIEW, DISCUSSION AND LEGAL ACTION

- a) Tabled - Review, Discussion & Possible Action - Complaints, Investigations and Compliance

- i) Initial Review of New Complaints
There are no new complaints for discussion.
- ii) Open Complaints/Investigations
There are no open complaints/investigations.

- b) Status of Compliance with Board Order/Approval of Board Ordered CE

- iii) Tabled – Casey Crothers 15-OTA-0550
- iv) Tabled – Lena Mallant 15-OT-6337
- v) Tabled – Erik Pool 15-OTA-4957
- vi) Tabled – Paul Breuninger 16-OT-3787
- vii) Tabled – Micah Caudle, 16-OT-5674
- viii) Tabled – Shelley Perry, 16-OT-5054
- ix) Tabled – Marcia Graham, 16-OT-0454
- x) Shannon Portz Robinson, 16-OTA-5687 – Ms. Whiteford provided a summary for the Board. Ms. Portz Robinson provided a copy of the letter she sent to patients (or guardians) and insurance companies to notify them she had provided treatment while her license was expired. Ms. Portz Robinson did not provide proof that the letter was mailed nor did she provide a list of recipients of the letter. Following discussion, Mr. McCallister moved the Board request staff contact Ms. Portz Robinson to direct her to send the notification again and provide proof of postage if notification is sent through the postal service, or a list of email addresses if notification is sent by email. Proof of mailing or emailing must be received within 60 days of receipt of notice. Ms. Hutchings seconded the motion. The motion passed 3-0.

- c) Tabled – Review, Discussion, and Possible Action of Whether or Not to Open A Complaint

- xi) Michelle Lyon, OTA

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

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

- i) Policies and Procedures
 - ii) Application Automation
 - iii) Rule Revisions
 - iv) Board Member Training
 - v) Sunset Audit
- c) Other Board Business and Reports
- i) Open Public Board Member Positions
 - ii) NBCOT Leadership Forum

8) TABLED – BOARD MEMBER TRAINING

- a) Conducting Effective Board Meetings - Presentation and Discussion

9) TABLED – AGENDA ITEMS FOR NEXT MEETING – IF ANY

10) CALL TO THE PUBLIC

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

11) ADJOURNMENT

There being no further business before the Board, the meeting adjourned at 1:44 p.m.

Respectfully Submitted,

Karen Whiteford
Executive Director