



**ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS**

1740 West Adams Street, Suite 3407

Phoenix, Arizona 85007

(602) 589-8352

**Regular Session Minutes**

**July 13, 2018**

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, Licensing Administrator

Legal Staff Present:                       Sabrina Khan, Assistant Attorney General

**1) CALL TO ORDER**

Mr. McCallister called the meeting to order at 1:38 p.m.

**2) ROLL CALL**

The following members were present: Quenton McCallister, Donald Hosenfeld, Dana Hutchings, 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**

Ms. Whiteford stated that Ms. Khan suggested agenda item 8)a)i) be changed to include the initials of the complainant, rather than the full name. Mr. McCallister moved the Board approve the meeting minutes below, with the suggested change to the regular session meeting minutes of May 11, 2018. Ms. Paulson seconded the motion. The motion passed 4-0.

- a) Regular Session Meeting Minutes of May 11, 2018
- b) Regular Session Meeting Minutes of June 8, 2018
- c) Executive Session Meeting Minutes of June 8, 2018, 1:38 p.m.
- d) Executive Session Meeting Minutes of June 8, 2018, 2:00 p.m.

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

Dr. Hosenfeld requested the October meeting be moved to October 5. Ms. Whiteford stated that there was already another Board meeting scheduled in the Board room that day. No other conflicts were reported.

- a) August 10, 2018
- b) September 14, 2018

c) October 12, 2018

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

a) Initial Applications (38):

Mr. McCallister moved the Board approve the 38 initial applications. Dr. Hosenfeld seconded the motion. The motion passed 4-0.

<b>Applicant First Name</b>	<b>Applicant: Last Name</b>	<b>License Type</b>	<b>Intake Method</b>
Syed	Ahmed	OT	Portal
Samantha	Bennett	OT	Portal
Stacie	Bryant	OT	Portal
Sara	Cloar	OT	Portal
Franz Louis	Evasco	OT	Paper
KLeigh	Farnsworth	OTA	Portal
Alan	Fonnesbeck	OT	Portal
Melissa	Frazier	OT	Portal
Claire	Giuliano	OT	Portal
Alix	Gonzalez	OTA	Portal
Lauren	Hall	OT	Portal
Katie	Hawk	OTA	Portal
Azalya	Hernandez	OT	Portal
Jordyn	Johnson	OT	Portal
Lindsey	Kohnert	OT	Portal
Brandi	Larson	OT	Paper
Kenneisha	Linke	OT	Portal
Amy	Lipchik	OTA	Portal
Monica	Marotto	OTA	Portal
Morgan	McMurtry	OT	Portal
Alexandra	Myers	OT	Portal
Brett	Newton	OT	Portal
Amber	Nivens	OT	Portal
Emma	Rodgers	OT	Portal
Haylee	Rollins	OTA	Portal
Rebecca	Schira	OT	Portal
Sarah	Schmeda	OT	Portal
Karina	Sierra	OTA	Portal
Stanley	Smith Jr	OTA	Portal
Dindo	Suarez	OT	Portal
Eliza	Tes	OTA	Paper
Juanri	Tyler	OTA	Paper
Edgar	Valencia	OTA	Portal
Makenzie	VanWinkle	OT	Portal

<b>Applicant First Name</b>	<b>Applicant: Last Name</b>	<b>License Type</b>	<b>Intake Method</b>
Kristal	Wade	OT	Portal
Rebecca	Watts	OTA	Paper
Tamara	Workman	OT	Portal
Akeakamai	Yates	OTA	Portal

b) Renewal Applications (147):

Dr. Hosenfeld moved the Board approve the 147 renewal applications. Ms. Hutchings seconded the motion. The motion passed 4-0.

<b>Applicant First Name</b>	<b>Applicant: Last Name</b>	<b>License Number</b>	<b>License Type</b>	<b>License Status</b>	<b>License Expiration Date</b>	<b>Intake Method</b>
Gail	Abbey	OTH-004190	OT	Active	8/10/2018	Portal
Martha	Alvis	OTA-002960	OTA	Active	8/11/2018	Portal
Brigit	Anderson	OTH-003741	OT	Active	6/18/2018	Portal
Lucius	Arline	OTH-006614	OT	Active	7/10/2018	Portal
Kimberly	Aspaas-Gourneau	OTA-006648	OTA	Active	8/14/2018	Portal
Linda	Baird	OTA-004625	OTA	Active	8/3/2018	Paper
Eileen	Ballungay	OTH-004191	OT	Active	8/10/2018	Portal
Susan	Barrett	OTA-000832	OTA	Active	8/11/2018	Portal
Michelle	Baum	OTH-006615	OT	Active	7/10/2018	Portal
Stephanie	Beem	OTH-004993	OT	Active	9/11/2018	Portal
Shemaine	Berget	OTH-005157	OT	Active	6/17/2018	Portal
Jesusa Victoria	Biscante Barba	OTH-005861	OT	Active	6/22/2018	Paper
Susan	Boge	OTH-003371	OT	Active	11/7/2018	Paper
Kathleen	Borawski	OTH-003751	OT	Active	7/16/2018	Portal
Sheri	Bowes	OTH-001248	OT	Active	7/14/2018	Portal
Jill	Bowman	OTH-003228	OT	Active	6/14/2018	Portal
David	Boyd	OTA-006618	OTA	Active	7/10/2018	Portal
Sharon	Buchanan	OTH-002555	OT	Active	7/23/2018	Portal
Christen	Carr	OTA-005195	OTA	Active	7/25/2018	Portal
Christina	Carreras-Evans	OTA-005901	OTA	Active	7/13/2018	Portal
Emily	Church	OTH-006620	OT	Active	7/10/2018	Portal
Mildred	Clay	OTH-001054	OT	Active	7/28/2018	Portal
Brendan	Cluff	OTH-003294	OT	Active	7/12/2018	Portal
Kelly	Collier	OTH-003767	OT	Active	8/13/2018	Portal
Adria	Cory	OTA-005922	OTA	Active	8/10/2018	Portal
Sarina	Cory	OTA-005902	OTA	Active	7/13/2018	Portal
Melanie	Criss	OTH-005175	OT	Active	7/15/2018	Portal
Rosemary	Davis	OTH-005201	OT	Active	8/12/2018	Paper
Teresa	Dayton	OTH-002961	OT	Active	8/11/2018	Portal
Lisa	Deresz	OTH-005187	OT	Active	7/15/2018	Portal
Dixie	Devry	OTH-003695	OT	Inactive	7/11/2018	Portal

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Beth	Dickson	OTH-000110	OT	Active	6/20/2018	Portal
Lindsey	Docherty	OTA-005207	OTA	Active	8/12/2018	Portal
Suzanne	Dudziak	OTH-006600	OT	Expired	6/5/2018	Portal
Brooke	Eberle	OTH-002576	OT	Active	7/10/2018	Portal
Emily	Ekama	OTA-006619	OTA	Active	7/10/2018	Portal
K'	Engel	OTH-003731	OT	Active	6/18/2018	Paper
Jason	Ernst	OTH-004178	OT	Active	7/13/2018	Portal
Nancy	Faria	OTA-005924	OTA	Active	8/10/2018	Portal
Kelly	Filo	OTA-004631	OTA	Active	8/15/2018	Portal
Shelly	Fizer	OTH-005904	OT	Active	7/13/2018	Portal
Barbara	Flores	OTH-003755	OT	Active	7/16/2018	Portal
Kathryn	Foscue	OTH-001798	OT	Active	6/17/2018	Portal
Abdul	Franco	OTA-005857	OTA	Expired	6/18/2018	Portal
Camille	Frazer	OTA-005926	OTA	Active	8/10/2018	Portal
Ramona	Gavrila	OTA-005917	OTA	Active	7/1/2018	Portal
Julie	Gerdts	OTA-005203	OTA	Active	8/12/2018	Portal
Jessica	Ghetes	OTA-005905	OTA	Active	7/13/2018	Portal
Jill	Gilbank	OTH-000146	OT	Active	6/23/2018	Portal
Coleen	Gilchrist	OTH-005928	OT	Active	8/10/2018	Paper
Emily	Green	OTA-005906	OTA	Active	7/13/2018	Portal
Cindy	Gross	OTH-000845	OT	Inactive	8/26/2018	Portal
Christine	Gurule	OTH-003748	OT	Active	7/16/2018	Portal
Richard	Hagen	OTH-006658	OT	Active	8/14/2018	Portal
Lailah	Hamed	OTH-006627	OT	Active	7/10/2018	Portal
Douglas	Haney	OTH-000811	OT	Active	6/20/2018	Portal
Rebecca	Hankerson	OTA-005907	OTA	Active	7/13/2018	Portal
Bernadette	Harkins	OTH-000165	OT	Active	7/13/2018	Portal
Jeanne	Huber	OTH-004615	OT	Active	7/11/2018	Portal
Mariah	Huber	OTH-004165	OT	Active	6/15/2018	Paper
Cynthia	Ivy	OTH-000507	OT	Active	7/6/2018	Portal
Jason	Jackson	OTH-006686	OT	Active	9/11/2018	Portal
Debra	Jacobs	OTH-000526	OT	Active	10/15/2018	Paper
Susan	Jenkins	OTH-005908	OT	Active	7/13/2018	Portal
Katherine	Jones	OTH-003766	OT	Active	8/13/2018	Portal
Wendy	Kappenman	OTH-003322	OT	Active	8/15/2018	Portal
Julie	Kenny	OTH-002586	OT	Active	7/23/2018	Portal
Kathryn	Kiernan	OTH-004520	OT	Active	9/11/2018	Portal
Morgan	Kreifels	OTH-006631	OT	Active	7/10/2018	Portal
Tracey	Kunz	OTH-000414	OT	Active	7/1/2018	Paper
Jill	Lacson	OTA-004647	OTA	Inactive	8/22/2018	Portal

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Meredith	Lefevre	OTH-002915	OT	Expired	6/23/2018	Portal
Sari	Lewis	OTH-000834	OT	Active	7/19/2018	Portal
Kim	Lonsway	OTH-002572	OT	Active	7/23/2018	Portal
Jennifer	Lopez	OTA-006634	OTA	Active	7/10/2018	Portal
Patricia	Mainil	OTH-005230	OT	Active	9/16/2018	
Rachel	Marks	OTH-006635	OT	Active	7/10/2018	Portal
Rachel	Mayer	OTA-005163	OTA	Active	6/17/2018	Portal
Amanda	Mazerall	OTH-006636	OT	Active	7/10/2018	Portal
Jennifer	McCann	OTH-006662	OT	Active	8/14/2018	Portal
Lauren	McCune	OTH-005196	OT	Active	8/2/2018	Portal
Kellie	McGee	OTH-001347	OT	Active	7/17/2018	Portal
Felicia	Mcmahon	OTH-003258	OT	Active	7/11/2018	Portal
Melissa	Meikle	OTH-006688	OT	Active	9/11/2018	Portal
Jennifer	Miller	OTH-002230	OT	Active	8/16/2018	Portal
Kailee	Miller	OTH-005935	OT	Active	8/10/2018	Portal
Kimberly	Miller	OTH-003290	OT	Active	6/13/2018	Portal
Marianne	Mortera	OTH-005880	OT	Expired	6/22/2018	Paper
Sue	Mulholland	OTH-005183	OT	Active	7/15/2018	Portal
Sarah	Mullback	OTH-004637	OT	Active	8/15/2018	Portal
Sara	Murphy	OTA-005165	OTA	Active	6/17/2018	Portal
Nicholas	Murray	OTH-006666	OT	Active	8/14/2018	Portal
Melissa	Novak	OTH-004196	OT	Active	8/10/2018	Portal
Suzanne	Olea	OTH-002614	OT	Active	8/13/2018	Portal
Denise	Parker-Gutierrez	OTH-000303	OT	Active	7/20/2018	Paper
Cindie	Parsons	OTA-006641	OTA	Active	7/10/2018	Portal
Diana	Partain	OTH-002849	OT	Active	7/4/2018	Portal
Anna	Pasquinelli	OTA-005936	OTA	Active	8/10/2018	Portal
Grace	Pelzel	OTA-005884	OTA	Expired	6/22/2018	Paper
Heidi	Perkins	OTH-006668	OT	Active	8/14/2018	Portal
Sandra	Phillips	OTH-003309	OT	Active	9/29/2018	Portal
Sarah	Porrizzo	OTA-005173	OTA	Active	7/15/2018	Portal
Brian	Portugal	OTH-004200	OT	Active	8/10/2018	Portal
Mary	Prince	OTH-000511	OT	Active	7/13/2018	Paper
Larkin	Pronty	OTH-003268	OT	Active	6/13/2018	Portal
Cherie	Radulovich	OTH-004604	OT	Active	6/20/2018	Paper
Joseph	Ragin	OTA-005911	OTA	Active	7/13/2018	Portal
Ray	Ramnarine	OTA-005886	OTA	Expired	6/22/2018	Portal
Beth	Rank	OTH-005231	OT	Active	9/16/2018	Portal
David	Reis	OTH-004641	OT	Active	8/15/2018	Paper
Kelly	Roberson	OTA-005887	OTA	Expired	6/22/2018	Paper

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Nanette	Royle	OTH-003700	OT	Active	8/10/2018	Portal
Joalice	Ryan	OTH-005912	OT	Active	7/13/2018	Portal
Mark	Saalfrank	OTH-004605	OT	Active	6/20/2018	Portal
Christine	Sanchez	OTH-004618	OT	Active	7/11/2018	Portal
Jessica	Saraiva	OTH-004193	OT	Active	8/10/2018	Portal
Kathleen	Scott	OTH-001325	OT	Active	7/17/2018	Portal
Juliet	Sharley	OTH-002986	OT	Active	9/29/2018	Portal
Shawnalea	Shelly	OTH-004185	OT	Active	7/13/2018	Portal
Aurivane	Silva	OTA-006643	OTA	Active	7/10/2018	Portal
Jetnor	Sinani	OTA-006644	OTA	Active	7/10/2018	Portal
Chelsea	Smith	OTH-005916	OT	Active	7/23/2018	Portal
Sarah	Smith	OTA-005889	OTA	Active	6/22/2018	Portal
Amy	Snyder	OTH-002240	OT	Active	8/16/2018	Portal
Catherine	Sondrol	OTH-003272	OT	Active	8/15/2018	Portal
Adriana	Stapella	OTH-006671	OT	Active	8/14/2018	Paper
Lisa	Starzetski	OTA-000988	OTA	Active	7/13/2018	Portal
Adam	Story	OTH-004607	OT	Expired	6/20/2018	Portal
Danielle	Stradling	OTH-004620	OT	Inactive	7/11/2018	Portal
Erik	Sullivan	OTH-002579	OT	Active	6/11/2018	Portal
Kelli	Sullivan	OTH-002580	OT	Active	6/11/2018	Portal
Monic	Sutter	OTA-005942	OTA	Active	8/10/2018	Portal
Monique	Swartwood	OTA-005891	OTA	Expired	6/22/2018	Portal
Terri	Tadeo	OTA-002946	OTA	Active	7/14/2018	Portal
Angelita	Talamantes	OTH-005192	OT	Active	7/15/2018	Portal
Jag	Taylor	OTH-006702	OT	Active	9/11/2018	Portal
Anne	Toy	OTH-006610	OT	Active	6/5/2018	Portal
Rosalind	Tyner	OTA-005170	OTA	Active	6/17/2018	Portal
Andrea	Vogt	OTH-005913	OT	Active	7/13/2018	Portal
Chelsey	Walworth	OTH-005895	OT	Expired	6/22/2018	Paper
Anna	Wan	OTH-006678	OT	Active	8/14/2018	Paper
Gwen	Ward	OTH-000806	OT	Active	6/21/2018	Paper
Paula	Weisbrodt-Kelly	OTH-000423	OT	Active	6/20/2018	Portal
Sherrie	Wethey	OTH-001339	OT	Active	7/18/2018	Portal
Kaitlyn	Yoho	OTH-006675	OT	Active	8/14/2018	Portal
Robert	York	OTA-005914	OTA	Active	7/13/2018	Portal
Katrina	Young	OTA-004622	OTA	Active	7/11/2018	Portal

c. Limited License Applications (2)

Mr. McCallister moved the Board approve the two limited license applications. Ms. Paulson seconded the motion. The motion passed 4-0.

Applicant First Name	Applicant: Last Name	License Type
Samantha	Sarager	OTA Limited License
Pilar	Spishock	OTA Limited License

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

a) Initial Applications – Board Review

i) Zoe Goodwin, OTA – Disclosure

Ms. Hutchings stated that the charge against Ms. Goodwin was from 2012 and made a motion to approve Ms. Goodwin’s initial application. Dr. Hosenfeld seconded the motion. The motion passed 4-0

ii) Rebecca Hatton, OTA – Disclosure

Ms. Hutchings stated that Ms. Hatton’s charge was also from 2012 and made a motion to approve Ms. Hatton’s initial license application. Ms. Paulson seconded the motion. The motion passed 4-0.

iii) Jessica Rivera, OTA – Disclosure

Mr. McCallister stated that Ms. Rivera’s charge was from nine years ago and moved the Board approve her initial license application. Ms. Hutchings seconded the motion. The motion passed 4-0.

b) Renewal Applications – Board Review

i) Sharyl Arr, OTH-000497 – Reinstatement

Mr. McCallister noted that Ms. Arr did not provide services while her license was expired and moved the Board approve her reinstatement application. Dr. Hosenfeld seconded the motion. The motion passed 4-0.

ii) Diana Henry, OTH-000171 – Reinstatement

Mr. McCallister stated that Ms. Henry did not provide services while her license was expired. Dr. Hosenfeld moved the Board approve her reinstatement application. Ms. Hutchings seconded the motion. The motion passed 4-0.

iii) Megan Kieser, OTA-005812 – Reinstatement

Mr. McCallister moved the Board enter executive session to obtain legal advice. Ms. Hutchings seconded the motion. The motion passed 4-0. The Board entered executive session at 1:50 p.m. and returned to regular session at 1:54 p.m.

Mr. McCallister stated that Ms. Kieser treated patients approximately 45 days while her license was expired. Mr. McCallister moved the Board approve Ms. Kieser’s reinstatement application. Dr. Hosenfeld seconded the motion. Mr. McCallister then moved the Board offer Ms. Kieser a consent agreement to include one year of probation, three hours of continuing education in ethics to be taken within 90 days of execution of the consent agreement, and a requirement that Ms. Kieser provide proof to the Board that she provided her employer with a copy of the consent agreement. Ms. Paulson seconded the motion. The motion passed by roll call vote.

	Mr. McCallister	Dr. Hosenfeld	Ms. Hutchings	Ms. Paulson	Open
Aye	X	X	X	X	
Nay					
Recused					
Abstained					
Absent					

- iv) Sylvia Prettyjohns, OTA-004485 – Reinstatement  
Ms. Whiteford clarified that the OTA license number is OTA-004483. Ms. Hutchings stated that Ms. Prettyjohns did not practice while her license was expired and moved the Board approve her reinstatement application. Dr. Hosenfeld seconded the motion. The motion passed 4-0.
- v) Patricia Robinson, OTA-004485 – Reinstatement  
Mr. McCallister stated that Ms. Robinson did not practice while her license was expired and moved the Board approve her reinstatement application. Ms. Hutchings seconded the motion. The motion passed 4-0.
- vi) Mark Viggiani, OTA-005037 – Reinstatement  
Mr. McCallister stated that Mr. Viggiani did not practice while his license was expired and moved the Board approve his reinstatement application. Ms. Paulson seconded the motion. The motion passed 4-0.
- vii) Danielle Woodworth, OTA-006592 – Reinstatement  
Ms. Paulson stated that Ms. Woodworth did not practice while her license was expired and moved the Board approve her reinstatement application. Ms. Hutchings seconded the motion. The motion passed 4-0.
- a) Limited License Applications – Board Review
  - i) None

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

- a) Initial Review of New Complaints
  - i) Roxanne Bracken, Complaint #18-OT-1737  
Ms. Whiteford provided an overview of the complaint 18-OT-1737 that involved the same DUI that Ms. Bracken previously disclosed on her renewal application that was submitted to the Board that was already reviewed by the Board at the June 2018 meeting. Ms. Egurrola confirmed that Ms. Bracken disclosed the DUI on her renewal application that went before this Board on June 8, 2018, and upon the Board’s review in June, it granted her a license. Mr. McCallister stated that Ms. Bracken disclosed the DUI on her renewal application even before she was aware that someone filed a complaint against her regarding this same DUI. Following discussion regarding the complaint against Ms. Bracken, Ms. Hutchings moved the Board enter executive session for legal advice. Mr. McCallister seconded the motion. The motion passed 4-0. The Board entered executive session at 2:06 p.m. and returned to regular session at 2:13 p.m. Ms. Hutchings moved the Board take no action. Mr. McCallister seconded the motion. The motion passed 4-0.
  - ii) Laura Hoelting, Complaint #18-OT-4809  
Ms. Hoelting was present and represented by her attorney, Mr. Robert Chelle. Mr. Chelle provided an opening statement to the Board. Mr. Chelle stated that Ms. Hoelting successfully completed her treatment program and has already entered into an interim consent agreement. Mr. McCallister moved the Board enter executive session to discussion confidential information. Dr. Hosenfeld seconded the motion. The motion passed 4-0. The Board entered executive session at 2:16 p.m. and returned to regular session at 2:24 p.m.

Mr. Chelle stated that Ms. Hoelting admits what she did was not right and that she voluntarily entered a treatment program on her own. Mr. Chelle stated that Ms. Hoelting successfully completed her treatment program. Mr. Chelle asked that the Board give Ms. Hoelting a second chance and she would be willing to have a substance abuse evaluation and monitoring.

Ms. Hoelting provided a statement to the Board. Ms. Hoelting stated that she got tested, took a couple of days off, and returned to work successfully, but had a relapse after the Christmas



holiday while she was at home. As a result of her relapse, Ms. Hoelting stated she did not return to work. Mr. McCallister moved the Board enter executive session to obtain legal advice. Ms. Hutchings seconded the motion. The motion passed 4-0. The Board entered executive session at 2:27 p.m. and returned to regular session at 2:35 p.m. Upon return, Ms. Hutchings asked Ms. Hoelting if she would be willing to undergo an evaluation, as this Board is here to protect the public. Ms. Hoelting responded positively. Mr. McCallister stated he felt an evaluation is needed to protect patient safety.

Mr. McCallister moved the Board offer an amended interim consent agreement that requires the respondent coordinate the release of treatment records from Through the Gates to the Board and the evaluator. Following a brief discussion, Mr. McCallister amended the motion to add a requirement in the consent agreement that Ms. Hoelting shall submit to a fitness to practice/substance use evaluation by a Board staff approved licensed professional. Ms. Hutchings seconded the motion. The motion passed by roll call vote.

	Mr. McCallister	Dr. Hosenfeld	Ms. Hutchings	Ms. Paulson	Open
Aye	X	X	X	X	
Nay					
Recused					
Abstained					
Absent					

b) Review, Discussion, and Possible Action of or Not to Open a Complaint

i) None

c) Status of Compliance with Board Order/Approval of Board Ordered CE

i) Natasha Lewis, 16-OTA-6746

Ms. Whiteford stated that there was no change to Ms. Lewis' status.

ii) Dana Greenlee, Non-Disciplinary, 17-OTA-7033

Ms. Whiteford informed the Board that Ms. Greenlee did not correctly remember the date her evaluation was due and submitted it approximately three weeks late. Mr. McCallister moved the Board enter executive session to obtain legal advice. Ms. Paulson seconded the motion. The motion passed 4-0. The Board entered executive session at 2:44 p.m. and returned to regular session at 2:49 p.m. Mr. McCallister abstained from this agenda item.

iii) Gayle Schoenbaum, Non-Disciplinary, 16-OTA-6746

Ms. Hutchings recused herself from this agenda item. Ms. Whiteford stated that there was no change to Ms. Schoenbaum's status and that the due dates for Ms. Schoenbaum's requirements should be updated due to the State of New York's schedule.

iv) Shane Johnson, 17-OT-2743

Ms. Whiteford reported that Mr. Johnson has met all the requirements of his consent agreement and that is probation terminated on 6/15/18.

**9) REVIEW AND DISCUSS ARIZONA REVISED STATUTES §§ 32-3401-3446 AND ARIZONA ADMINISTRATIVE CODE TITLE 4 CHAPTER 43 RELATED TO STREAMLINING ADMINISTRATIVE PROCESSES AND IMPLEMENTING THE FOLLOWING:**

a) Implementation of Arizona Executive Order 2018-02

i) License reciprocity and opportunities to decrease burdens for qualified professionals who relocate to Arizona

Ms. Whiteford stated that, according to A.R.S. § 32-3425, the Board may waive the examination, education or experience requirements for applicants who present proof of current licensure as an occupational therapist or occupational therapy assistant in another state. The Board agreed that policy and procedure should be changed to ease the application documentation burden for those licensed in multiple states.

- ii) Review veterans' skills, training, and credentials received during military service in place of some or all the training requirements for a license  
The Board directed staff to research whether the NBCOT accepts the skills, training, and credentials received during military service as qualification to take the occupational therapist or occupational therapy assistant exam.
- iii) Review opportunities to reduce fees for veterans  
The Board directed staff to pursue changing rules to offer reduced licensure fees for veterans.
- b) Implementation of Senate Bill 1436  
The Board agreed that amending statutes and rules to require a fingerprint clearance card for licensure would enhance their ability to implement Senate Bill 1436, while also simplifying a confusing requirement for licensure.
- c) Streamline Administrative Processes  
Ms. Whiteford stated that delegating authority to approve licenses to the executive director would result in shortened license issuance turnaround and better service to our licensees. The Board agreed with Ms. Whiteford.  
Ms. Whiteford also stated that it is difficult for staff to review 100% of all continuing education that is submitted with renewal applications. She suggested implementing random audits so that the Board would not need to hire additional staff. The Board agreed to continue requiring applicants upload all their continuing education certificates and to pursue a rule change to allow for random audits with the percentage of audits detailed in Board policy.
- d) Fingerprint Clearance Card  
This matter was discussed in item 9)b).
- e) Continuing Education Audit  
This matter was discussed in item 9)c).

**10) REVIEW, DISCUSS, AND POSSIBLE ACTION REGARDING SEEKING AN EXEMPTION AND INITIATING A RULE PACKAGE TO RANDOMLY AUDIT CONTINUING EDUCATION**

Ms. Hutchings moved the Board seek an exemption to the rule making moratorium. Ms. Paulson seconded the motion. The motion passed 4-0.

**11) REVIEW, DISCUSS, AND POSSIBLE ACTION REGARDING SEEKING AN EXEMPTION AND INITIATING A RULE PACKAGE TO MODIFY RULES IN ARIZONA ADMINISTRATIVE CODE, TITLE 4, CHAPTER 43, ARTICLES 1, 2 AND 4**

Ms. Whiteford stated the five-year-rule-review report due on July 30, 2018, will suggest changes to Articles 1, 2, and 4. Mr. McCallister moved the Board seek an exemption to the rule making moratorium. Ms. Hutchings seconded the motion. The motion passed 4-0.

**12) 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 update on the items below. No Board action was taken.
  - i) Financial Report
  - ii) Review of Recent Board Staff Activities
- b) Administrative Project Status Report
  - i) Policies and Procedures  
Ms. Whiteford stated she is updating procedures to reflect changes due to eLicensing.
  - ii) Application Automation (eLicensing)  
Ms. Whiteford stated there are still a few issues with the eLicensing system.
  - iii) Compliance with Executive Order 2018-02 (Internal Review of Administrative Rules; Moratorium to Promote Job Creation and Customer-Service-Oriented Agencies)

- Ms. Whiteford stated agenda item 9 addressed the issues identified as a result of Executive Order 2018-02.
- c) Five-Year Rule Review - Discuss and identify rules that require deletion/modification/addition  
Ms. Whiteford stated that the rules requiring deletion/modification/addition were identified in previous agenda items.
  - d) Other Board Business and Reports
    - i) New Board Member  
Ms. Whiteford stated a new public member will join the Board in August.

**13) AGENDA ITEMS FOR NEXT MEETING**

No items were suggested.

**14) CALL TO THE PUBLIC**

No members of the public stepped forward to speak.

**15) ADJOURNMENT**

There being no further business before the Board, the meeting adjourned at 3:42 p.m.

Respectfully Submitted,

Karen Whiteford  
Executive Director