



## **ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS**

1740 West Adams Street, Suite 3407

Phoenix, Arizona 85007

(602) 589-8352

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### **NOTICE AND AGENDA OF THE MEETING OF THE ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS**

Pursuant to Arizona Revised Statutes § 38-431.02, notice is hereby given to the members of the Arizona Board of Occupational Therapy Examiners (“Board”) and the General Public that the Board will hold a **Telephonic and Google Meet Meeting** open to the public on **April 14, 2023** beginning at **1:30 p.m.** Members of the Board will attend by Google Meet video and/or audio.

#### **To attend this meeting via Google Meet:**

Enter the following url address in your browser:

<https://meet.google.com/vyy-mekr-vip>

#### **To attend by phone:**

1-260-327-1077

Meeting PIN: 971 652 816#

A copy of this Agenda is available by writing to the Board’s mailing address.

This Agenda is amendable up to twenty-four hours prior to the meeting. At any time during a Board meeting, the Board may choose to take agenda items out of order except for matters scheduled for a specific time.

Pursuant to A.R.S. § 38-431.03(A)(3), the Board may vote to hold an executive session for legal advice or A.R.S. § 38-431.03(A)(2) (to discuss confidential information) for any matter on the agenda. The executive session will not be open to the public.

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Vicki Egurrola at telephone number (602) 589-8352 or at the TDD number 1-(800)-367-8939. This document is available in alternate format by contacting Vicki Egurrola at (602) 589-8352 or at the TDD number 1-800-367-8939.

### **AGENDA**

- 1) CALL TO ORDER**
- 2) ROLL CALL**
- 3) DECLARATION OF CONFLICTS OF INTEREST**
- 4) DISCUSS, AMEND AND APPROVAL OF MINUTES**

The Board may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(2) (to discuss confidential information) or A.R.S. § 38-431.03(A)(3) (to receive legal advice).

- i) Regular Session Meeting Minutes of March 10, 2023

- 5) REVIEW AND CONSIDER FUTURE BOARD MEETING SCHEDULE**
  - a) May 12, 2023

- b) June 09, 2023
- c) July 14, 2023

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

The Board may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(2) (to discuss confidential information) or A.R.S. § 38-431.03(A)(3) (to receive legal advice).

- a) Initial Review of Complaint
  - i) Natalie Garland, OTH-003739 – Complaint #2020-OT-0010
  - ii) Alicia Stewart, OTH-008378 – Complaint #2023-OT-0005
- b) Review, Discussion, and Possible Action of Whether or Not to Open a Complaint
  - i) None

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

The Board may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(2) (to discuss confidential information) or A.R.S. § 38-431.03(A)(3) (to receive legal advice).

- a) Initial Applications – Board Review
  - i) Neil Jantzen – Disclosure
  - ii) Teresa Whigham – Disclosure
- b) Renewal/Reinstatement Applications – Board Review
  - i) Madeline Stone, OTA-046913 – Reinstatement

**8) CONSENT AGENDA: REVIEW, CONSIDERATION, AND POSSIBLE ACTION ON APPLICATIONS FOR LICENSURE APPROVED BY EXECUTIVE DIRECTOR**

The Board may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(2) (to discuss confidential information) or A.R.S. § 38-431.03(A)(3) (to receive legal advice). The consent agenda items may be considered for ratification as a single action unless a Board Member removes the item for review at the current meeting or a future meeting.

a) (211) Initial, Renewal, Reinstatement Applications

License Number	Applicant Last Name	Applicant First Name	Effective Date	Expiration Date	Application Type
OTA-047213	Alcantar	Gabrielle	4/11/2023	4/10/2025	New Application
OTA-046949	Allard	Sarah	6/15/2023	6/14/2025	Renewal Application
OTA-007028	Anderson	Davina	5/12/2023	5/11/2025	Renewal Application
OTH-006120	Arambula	Lindsay	3/16/2023	3/15/2025	Renewal Application
OTH-005475	Atkinson	Clovis	5/13/2023	5/12/2025	Renewal Application
OTH-009148	Bamford	Allison	3/30/2023	3/29/2025	New Application
OTH-009144	Barclay	Dagny	3/30/2023	3/29/2025	New Application
OTH-002678	Barnes	Carolyn	5/14/2023	5/13/2025	Renewal Application
OTA-046941	Barnwell	Markie	5/8/2023	5/7/2025	Renewal Application
OTH-008509	Barron	Richard	7/2/2023	7/1/2025	Renewal Application
OTA-047207	Basom	Trevor	3/24/2023	3/23/2025	New Application
OTA-047212	Battieste	Loren	4/7/2023	4/6/2025	New Application
OTA-006949	Beck	James	4/17/2023	4/16/2025	Renewal Application
OTH-007788	Bedford	Vicki	5/10/2023	5/9/2025	Renewal Application
OTH-009136	Bekkala	Kara	3/24/2023	3/23/2025	New Application
OTH-006162	Bertoni	Lea	4/20/2023	4/19/2025	Renewal Application

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OTH-000619	Bird	Julianne	4/16/2023	4/15/2025	Renewal Application
OTH-008421	Blaha	Madeline	4/4/2023	4/3/2025	Renewal Application
OTA-046956	Bleak Gibson	Carolyn	7/2/2023	7/1/2025	Renewal Application
OTH-008453	Blood	Breanna	4/26/2023	4/25/2025	Renewal Application
OTH-008438	Boudreau	Luc	4/4/2023	4/3/2025	Renewal Application
OTA-005440	Bradley	Geralyn	4/22/2023	4/21/2025	Renewal Application
OTH-008443	Brennan	Laurie	4/11/2023	4/10/2025	Renewal Application
OTH-003501	Buell	Laurel	6/20/2023	6/19/2025	Renewal Application
OTA-000037	Burgeson	Tracy	5/10/2023	5/9/2025	Renewal Application
OTH-006945	Burrell	Jenifer	4/14/2023	4/13/2025	Renewal Application
OTA-046942	Burton	Rachel	5/10/2023	5/9/2025	Renewal Application
OTH-004324	Butler	Jeffrey	3/16/2023	3/15/2025	Renewal Application
OTH-007038	Byland	Audrey	6/10/2023	6/9/2025	Renewal Application
OTH-009152	Camarena	Sharalynn	4/7/2023	4/6/2025	New Application
OTH-009141	Carson	Alycia	3/24/2023	3/23/2025	New Application
OTA-046930	Castillo	Frank	4/9/2023	4/8/2025	Renewal Application
OTA-005476	Christensen	Sandra	5/13/2023	5/12/2025	Renewal Application
OTH-007013	Clephas-Schulz	Erin	5/8/2023	5/7/2025	Renewal Application
OTA-006954	Clow	Susan	4/17/2023	4/16/2025	Renewal Application
OTA-046927	Correa Jr	Ruben	4/4/2023	4/3/2025	Renewal Application
OTH-007787	Cox	Darleen	5/10/2023	5/9/2025	Renewal Application
OTH-008507	Cunningham	Sarah	7/2/2023	7/1/2025	Renewal Application
OTH-008424	Darby	Danielle	4/4/2023	4/3/2025	Renewal Application
OTA-000027	Darnell	Jason	4/12/2023	4/11/2025	Renewal Application
OTA-046932	DeGreef	Lexi	4/11/2023	4/10/2025	Renewal Application
OTH-003906	Deichert	Kathleen	4/16/2023	4/15/2025	Renewal Application
OTH-006161	Dellacroce	Kristy	4/20/2023	4/19/2025	Renewal Application
OTH-004348	Duvall	Nicoletta	4/13/2023	4/12/2025	Renewal Application
OTH-006959	Edwards	Emily	4/17/2023	4/16/2025	Renewal Application
OTH-002695	Eldridge	Megan	4/25/2023	4/24/2025	Renewal Application
OTH-008425	Eschweiler	Erin	4/4/2023	4/3/2025	Renewal Application
OTA-047202	Espinal	Anabel	3/24/2023	3/23/2025	New Application
OTA-006961	Farinas	Alicia	4/17/2023	4/16/2025	Renewal Application
OTH-009139	Feller	Lauren	3/24/2023	3/23/2025	New Application
OTA-006767	Fernandez	Jesus	4/12/2023	4/11/2025	Renewal Application
OTH-001674	Ferrari	Angela	4/16/2023	4/15/2025	Renewal Application
OTH-008512	Fiorentino	Marisa	7/2/2023	7/1/2025	Renewal Application
OTH-006240	Fisher	Denise	7/13/2023	7/12/2025	Renewal Application
OTH-000530	Fleming	Lorinda	4/2/2023	4/1/2025	Renewal Application
OTH-006962	Fox	Laurie	4/17/2023	4/16/2025	Renewal Application
OTH-005448	Freese Hopkins	Carrie	4/22/2023	4/21/2025	Renewal Application
OTA-047203	Fruge	Emily	3/24/2023	3/23/2025	New Application
OTA-047210	Fuhriman	Brooklynn	4/7/2023	4/6/2025	New Application

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OTH-002983	Fuller	Lisa	3/15/2023	3/14/2025	Renewal Application
OTH-009154	Fusco	Brianna	4/11/2023	4/10/2025	New Application
OTA-007017	Gadomski	Tracy	5/12/2023	5/11/2025	Renewal Application
OTH-005319	Galow	Lisa	4/20/2023	4/19/2025	Renewal Application
OTH-009146	Garcia	Jose Antonio Anael	3/30/2023	3/29/2025	New Application
OTH-009135	Garner	Candin	3/24/2023	3/23/2025	New Application
OTH-009142	Gendeman	Jennifer	3/30/2023	3/29/2025	New Application
OTA-006916	Gibson	Lovetta	4/12/2023	4/11/2025	Renewal Application
OTH-006188	Gindt	Kristi	5/11/2023	5/10/2025	Renewal Application
OTH-004797	Golba	Meghan	3/14/2023	3/13/2025	Renewal Application
OTA-000042	Gucciardo	Anthony	5/10/2023	5/9/2025	Renewal Application
OTH-008441	Guittar	Anna	4/9/2023	4/8/2025	Renewal Application
OTA-006964	Guzman	Kassandra	5/10/2023	5/9/2025	Renewal Application
OTH-009129	Halthon	Oliver	3/22/2023	3/21/2025	New Application
OTH-007762	Hammond	Elizabeth	4/12/2023	4/11/2025	Renewal Application
OTA-047209	Hernandez	Martha	3/30/2023	3/29/2025	New Application
OTA-047211	Hickey	Trennon	4/7/2023	4/6/2025	New Application
OTA-046955	Hoffarth	Ryan	7/2/2023	7/1/2025	Renewal Application
OTA-046922	Holman	Felicia	4/4/2023	4/3/2025	Renewal Application
OTH-003484	Hosenfeld	Donald	5/16/2023	5/15/2025	Renewal Application
OTH-006156	Hostick	Valecia	4/16/2023	4/15/2025	Renewal Application
OTH-008523	Howard	Brianna	7/2/2023	7/1/2025	Renewal Application
OTH-008392	Hsu	Vincent	3/6/2023	3/5/2025	Renewal Application
OTH-004351	Huey	Janice	4/13/2023	4/12/2025	Renewal Application
OTA-006214	Hughes	Leslie	6/15/2023	6/14/2025	Renewal Application
OTH-008437	Hunter	Ashley	4/4/2023	4/3/2025	Renewal Application
OTA-000044	Jensen	Rachelle	5/10/2023	5/9/2025	Renewal Application
OTH-009149	Johnson	Jill	4/7/2023	4/6/2025	New Application
OTH-000783	Johnson	Virginia	4/14/2023	4/13/2025	Renewal Application
OTH-008463	Kahlbaugh	Mark	4/26/2023	4/25/2025	Renewal Application
OTH-007045	Karelsen	Kayla	6/10/2023	6/9/2025	Renewal Application
OTH-002368	Keam	Tod	5/17/2023	5/16/2025	Renewal Application
OTH-003434	Kennedy	Michael	3/25/2023	3/24/2025	Renewal Application
OTH-007812	Kidder	Stephanie	6/7/2023	6/6/2025	Renewal Application
OTH-008410	Kilkuskie	Kevin	3/12/2023	3/11/2025	Renewal Application
OTH-000814	Kloian	Dawn	5/14/2023	5/13/2025	Renewal Application
OTH-004362	Kneip	Jason	5/11/2023	5/10/2025	Renewal Application
OTH-004363	Knowles	Rachel	5/11/2023	5/10/2025	Renewal Application
OTH-002740	Korengold	Linda	5/14/2023	5/13/2025	Renewal Application
OTH-008440	Koziol	Cassidy	4/9/2023	4/8/2025	Renewal Application
OTH-002693	Kremer	Steven	5/14/2023	5/13/2025	Renewal Application
OTA-006996	Landherr	Sarah	4/17/2023	4/16/2025	Renewal Application
OTA-005453	Larsen	Karen	4/22/2023	4/21/2025	Renewal Application

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OTH-002217	Larson	Tara	5/14/2023	5/13/2025	Renewal Application
OTH-006199	Lawton	Sarah	5/14/2023	5/13/2025	Renewal Application
OTH-007769	Lebel	Genevieve	4/12/2023	4/11/2025	Renewal Application
OTH-006154	Levich	Julianne	3/30/2023	3/29/2025	Renewal Application
OTA-007021	Lindeman	Amanda	5/12/2023	5/11/2025	Renewal Application
OTH-003470	Linn	Christina	4/11/2023	4/10/2025	Renewal Application
OTH-008451	López	Megan	4/21/2023	4/20/2025	Renewal Application
OTH-005366	Lorenzen	Megan	5/13/2023	5/12/2025	Renewal Application
OTA-000045	Lovell	Amber	5/10/2023	5/9/2025	Renewal Application
OTH-009147	Lubkemann	Brooke	3/30/2023	3/29/2025	New Application
OTA-006974	Lujan	Angelita	4/17/2023	4/16/2025	Renewal Application
OTH-007673	Lukasiewicz	Monika	3/10/2023	3/9/2025	Reinstatement Application
OTA-047204	Lundstrom	Monica	3/24/2023	3/23/2025	New Application
OTA-006216	Lutz	Shaena	6/15/2023	6/14/2025	Renewal Application
OTA-000029	Luzar	Amy	4/12/2023	4/11/2025	Renewal Application
OTH-003464	Lyons-Brown	Amy	4/11/2023	4/10/2025	Renewal Application
OTH-008466	Mackey	Brittany	5/2/2023	5/1/2025	Renewal Application
OTH-007771	Mann	Mackenzie	4/12/2023	4/11/2025	Renewal Application
OTH-009133	Mansley	Abigail	3/24/2023	3/23/2025	New Application
OTH-003941	Maples	Margaret	6/18/2023	6/17/2025	Renewal Application
OTH-005484	Marshall	Nadine	5/13/2023	5/12/2025	Renewal Application
OTH-006969	Martin	Kyla	4/17/2023	4/16/2025	Renewal Application
OTH-006975	Martin	Will	4/17/2023	4/16/2025	Renewal Application
OTA-000023	Martinez	Mayra	3/8/2023	3/7/2025	Renewal Application
OTA-002150	Mccahan	Peggy	3/16/2023	3/15/2025	Renewal Application
OTH-008450	McCormick-Jones	Larissa	4/20/2023	4/19/2025	Renewal Application
OTH-008304	McCorry	Karlee	3/30/2023	3/29/2025	Reinstatement Application
OTH-005506	McGowen	Denise	6/24/2023	6/23/2025	Renewal Application
OTH-009134	McLaughlin	Elena	3/24/2023	3/23/2025	New Application
OTH-006976	McManus	Leanna	4/17/2023	4/16/2025	Renewal Application
OTH-009130	Mehrl	Derek	3/24/2023	3/23/2025	New Application
OTH-008467	Melton	Bryant	5/8/2023	5/7/2025	Renewal Application
OTA-005456	Moreno	Adrian	4/22/2023	4/21/2025	Renewal Application
OTH-008468	Mortensen	Melissa	5/8/2023	5/7/2025	Renewal Application
OTH-008429	Nagy	Holly	4/4/2023	4/3/2025	Renewal Application
OTH-005509	Nelson	Dallas	6/24/2023	6/23/2025	Renewal Application
OTH-004801	Nelson	Casey	3/14/2023	3/13/2025	Renewal Application
OTH-008498	Neuman	Daniella	6/17/2023	6/16/2025	Renewal Application
OTA-006219	Nichols	Erica	6/15/2023	6/14/2025	Renewal Application
OTA-003921	Nicholson	Chelsey	5/14/2023	5/13/2025	Renewal Application
OTA-046961	Nielson	Marian	7/2/2023	7/1/2025	Renewal Application
OTA-006981	Nord	Angela	4/17/2023	4/16/2025	Renewal Application
OTH-003476	Nordland	Peter	5/16/2023	5/15/2025	Renewal Application

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OTA-005458	Olson	Megan	4/22/2023	4/21/2025	Renewal Application
OTA-046943	Ostrem	Haley	5/10/2023	5/9/2025	Renewal Application
OTH-008368	Ott	Erika	2/5/2023	2/4/2025	Renewal Application
OTH-009145	Packard	Sadie	3/30/2023	3/29/2025	New Application
OTH-006173	Palmer	Laura	4/20/2023	4/19/2025	Renewal Application
OTH-006195	Palubicki	Paula	5/11/2023	5/10/2025	Renewal Application
OTH-009140	Parsons	Sage	3/24/2023	3/23/2025	New Application
OTA-005412	Pemberton	Emily	3/30/2023	3/29/2025	Reinstatement Application
OTH-009138	Perez	Jasmine	3/24/2023	3/23/2025	New Application
OTH-003867	Perez	Timmerly	4/9/2023	4/8/2025	Renewal Application
OTA-000535	Peterson	Robin	4/16/2023	4/15/2025	Renewal Application
OTA-007025	Pettus	Carol	5/12/2023	5/11/2025	Renewal Application
OTH-009131	Pineda	Jennifer	3/24/2023	3/23/2025	New Application
OTH-008397	Pragar	Samantha	3/14/2023	3/13/2025	Reinstatement Application
OTH-008465	Pribeagu	Mihaela	5/2/2023	5/1/2025	Renewal Application
OTA-000068	Puente	Ami	6/7/2023	6/6/2025	Renewal Application
OTA-046950	Reese	Allison	6/17/2023	6/16/2025	Renewal Application
OTA-006137	Reyes	Steve	3/16/2023	3/15/2025	Renewal Application
OTA-003063	Rice	Heather	4/12/2023	4/11/2025	Renewal Application
OTH-003889	Rinholen	Anna	4/19/2023	4/18/2025	Renewal Application
OTH-007785	Roberts	Kelsey	4/12/2023	4/11/2025	Renewal Application
OTH-006155	Roberts	Anthony	4/15/2023	4/14/2025	Renewal Application
OTH-002328	Robinson	Erin	5/17/2023	5/16/2025	Renewal Application
OTA-046933	Robinson	Rebekah	4/26/2023	4/25/2025	Renewal Application
OTA-047208	Rosario	Lovona	3/30/2023	3/29/2025	New Application
OTA-003422	Roselli	Jennifer	4/19/2023	4/18/2025	Renewal Application
OTA-047205	Roth	Madison	3/24/2023	3/23/2025	New Application
OTH-009150	Rozier	Joanna	4/7/2023	4/6/2025	New Application
OTA-000032	Schaefer	Danni	4/12/2023	4/11/2025	Renewal Application
OTH-004766	Schoonover	Ashley	4/19/2023	4/18/2025	Renewal Application
OTH-006177	Scott	Eileen	4/20/2023	4/19/2025	Renewal Application
OTH-001911	Shamah	Rachel	5/12/2023	5/11/2025	Renewal Application
OTH-009132	Shinkle	Rebecca	3/24/2023	3/23/2025	New Application
OTH-008454	Sinistore	Carly	4/26/2023	4/25/2025	Renewal Application
OTH-008527	Sloat	Miranda	7/2/2023	7/1/2025	Renewal Application
OTA-006110	Smith	Melissa	2/26/2023	2/25/2025	Renewal Application
OTA-046929	Spears	Serena	4/4/2023	4/3/2025	Renewal Application
OTH-007818	Spittler	Sarah	6/7/2023	6/6/2025	Renewal Application
OTA-047206	Stamm	Kaylee	3/24/2023	3/23/2025	New Application
OTH-005461	Stelly	Nicole	4/22/2023	4/21/2025	Renewal Application
OTH-008469	Stephan	Dana	5/8/2023	5/7/2025	Renewal Application
OTA-006993	Stewart	Judith	4/17/2023	4/16/2025	Renewal Application
OTH-002723	Stuwe	Elisabeth	5/14/2023	5/13/2025	Renewal Application

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OTH-007743	Suezaki	Richard	3/8/2023	3/7/2025	Renewal Application
OTH-008288	Tarpey	Mary	10/4/2022	3/30/2025	Renewal Application
OTH-009151	Taylor	Brett	4/7/2023	4/6/2025	New Application
OTH-008497	Torelli	Kathleen	6/17/2023	6/16/2025	Renewal Application
OTH-008491	Toscano	Danielle	6/8/2023	6/7/2025	Renewal Application
OTH-008426	Tripp	Alexa	4/4/2023	4/3/2025	Renewal Application
OTA-004802	Troutman	Allison	4/8/2023	4/7/2025	Renewal Application
OTA-006024	Turner	Jeffrey	3/10/2023	3/9/2025	Reinstatement Application
OTH-007000	Ulmer	Kristiana	4/17/2023	4/16/2025	Renewal Application
OTH-004833	Van Voorst	Kyri	5/16/2023	5/15/2025	Renewal Application
OTH-009137	Vernon	Chad	3/24/2023	3/23/2025	New Application
OTH-009128	Vrankovic	Christie	3/8/2023	3/7/2025	New Application
OTA-006679	Wang	Michael	3/30/2023	3/29/2025	Reinstatement Application
OTH-008436	Warner	McKenna	4/4/2023	4/3/2025	Renewal Application
OTH-002620	Wertel	Holly	6/12/2023	6/11/2025	Renewal Application
OTH-009143	Westmacott	Reginald	3/30/2023	3/29/2025	New Application
OTH-008447	Wilson	Molly	4/11/2023	4/10/2025	Renewal Application
OTA-046928	Winslow	Eileen	4/4/2023	4/3/2025	Renewal Application
OTH-003869	Woodford	Jennifer	4/19/2023	4/18/2025	Renewal Application
OTH-003480	Wool-Biringer	Abigail	5/16/2023	5/15/2025	Renewal Application
OTH-007003	Work	Crystal	4/17/2023	4/16/2025	Renewal Application
OTH-008461	Yazwinski	Kelly	4/26/2023	4/25/2025	Renewal Application
OTH-009153	Yeon	Angela	4/10/2023	4/9/2025	New Application

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

The Board may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(3) to obtain legal advice.

- a) Chairperson’s Report – Verbal Report and Discussion – No Action Required
  - (1) Updates on OT Licensure Compact
- b) Executive Director’s Report – Verbal Report and Discussion – No Action Required
  - (1) Financial Review
  - (2) Review of Recent Board Staff Activities
  - (3) Statistics
    - (a) 4,601 current licensees

**10) OPEN DISCUSSION ON OCCUPATIONAL THERAPY STATUTES AND RULES**

The Board may hold an executive session to discuss records exempt by law from public inspection pursuant to A.R.S. §38-431.03(A)(2). In addition, the board may hold an executive session to discuss or consult with its attorney and receive legal advice pursuant to A.R.S. §38-431.03(A)(3).

- a) Recommendation by Subcommittee

**11) AGENDA ITEMS FOR NEXT MEETING**

**12) CALL TO THE PUBLIC**

The Board may make an open call to the public during the meeting subject to reasonable time, place and manner restrictions to allow individuals to address the Board on any issue within its jurisdiction. Public input is encouraged, and presentations should be limited to five minutes. Please be aware; however, that

pursuant to A.R.S. § 38-431.01(H), members of the Board are not allowed to discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. However, the Board may ask staff to review a matter or to place the matter on a future agenda.

**13) ADJOURNMENT**