



ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS

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Special Session Minutes

June 28, 2024

The Arizona Board of Occupational Therapy Examiners met in a **Special Telephonic and Google Meet Meeting** open to the public on **June 28, 2024**, beginning at **10:00 a.m.** Members of the Board attended 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/dnu-byhf-ssh>

To attend by phone:

+1 260-676-0157

Meeting PIN: 223 557 268#

Board Members Present: Christopher Daly, Chair, OT Member
Charlene Marbs, Vice Chair, OT Member
Shelly Donald, Professional Member

Board Members Absent: Shawn Williams, Professional Member

Staff Present: Shaina Ganatra, Executive Director
Aleris Selmon, Administrative Assistant

Legal Staff Present: Marc Harris, Assistant Attorney General

Location: Meeting was held via Google Meet
Meeting Link: <https://meet.google.com/dnu-byhf-ssh>

1) CALL TO ORDER

Mr. Daly called the meeting to order at 10:02am

2) ROLL CALL

The following members were present: Christopher Daly, Charlene Marbs and Shelly Donald

3) DECLARATION OF CONFLICTS OF INTEREST

No Board member conflicts

4) REVIEW, CONSIDERATION, AND POSSIBLE ACTION – DISCIPLINARY MATRIX

Ms. Ganatra provided a brief overview of the Governor's Office request to standardize and update the implementation of disciplinary and non-disciplinary actions, which includes the disciplinary matrix adopted in 2013. During the meeting, Board members discussed peer-to-peer and self-auditing of the Disciplinary Matrix. They collectively decided to revise and eliminate the requirement of notifying clients and insurance companies and providing proof within 30 days. The Board members also agreed to an iterative process for developing the matrix by continuing to audit it at future Board meetings. Ms. Donald made a motion to adopt the disciplinary Matrix as amended. Ms. Marbs seconded the motion. The motion passed 3-0 by roll call vote.

5) AGENDA ITEMS FOR NEXT MEETING

Iterative process of developing the Disciplinary Matrix and a prioritize the order in which the Disciplinary Matrix is reviewed

6) CALL TO THE PUBLIC

No members of the public chose to speak.

7) ADJOURNMENT

The Board adjourned at 10:26am