



**ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS**

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**Regular Session Minutes**

**March 14, 2014**

**Board Members Present:** John Tutelman, Vice Chair, Public Member  
Dr. Donald Hosenfeld, OT Member  
Dr. Beth Williamson, OTR Member  
Karen Belyan, Public Member

**Staff Present:** J. Randy Frost, Executive Director  
Vicki Egurrola, Administrative Assistant

**Legal Staff Present:** Michael Raine, Assistant Attorney General

**Call to Order**

The regularly scheduled meeting of the Arizona State Board of Occupational Therapy Examiners was called to order at 1:34 p.m. John Tutelman, presiding.

**Roll Call**

All Board members were present.

**Approval of Minutes**

**Regular Session Meeting Minutes of February 14, 2014**

Dr. Beth Williamson moved to approve the February 14, 2014 meeting minutes. Dr. Donald Hosenfeld seconded the motion. The motion passed 4-0.

**Executive Session Meeting Minutes of February 14, 2014**

Karen Belyan moved to approve the February 14, 2014 executive session meeting minutes. Dr. Donald Hosenfeld seconded the motion. The motion passed 4-0.

**First Executive Session Meeting Minutes of January 10, 2014**

Dr. Donald Hosenfeld moved to approve the first executive session meeting minutes of January 10, 2013. John Tutelman seconded the motion. The motion passed 4-0.

## **Second Executive Session Meeting Minutes of January 10, 2014**

Karen Belyan moved to approve the second executive session meeting minutes of January 10, 2013. Dr. Donald Hosenfeld seconded the motion. The motion passed 4-0.

## **Third Executive Session Meeting Minutes of January 10, 2014**

Dr. Donald Hosenfeld moved to approve the third executive session meeting minutes of January 10, 2013. John Tutelman seconded the motion. The motion passed 4-0.

### **Declaration of Conflict of Interest**

There were no declarations of conflict.

### **Review Meeting Schedule**

The Board reviewed the meeting schedule for:

- April 18, 2014
- May 18, 2014
- June 13, 2014

There were no changes made to the meeting schedule. Dr. Hosenfeld will be absent for the June 13, 2014 meeting.

### **Initial Review of New Complaints**

There were no initial complaints to review at the time.

### **Open Complaints/Investigations**

Michael Welker, 13-OTA-4873. Staff informed the Board that the formal hearing for Mr. Welker will most likely be heard at the April 18, 2014 meeting. Staff is waiting for the AGs office to complete the notice of hearing.

### **Status of Compliance with Board Order/Approval of Board Ordered CE**

The Board discussed the Complaint Action Status Report of the following licensees:

1. Joel Tagle, 13-OTA-5436. Staff informed the Board that Mr. Tagle has been in communication with Board staff regarding approval of continuing education. Mr. Tagle has submitted several courses for approval.
2. Sarah Musgrave, 13-OTA-4722. Staff informed the Board that Ms. Musgrave has complied with her consent agreement and completed her probation
3. Mary Lynn, 14-OT-1075. Staff informed the Board that Ms. Lynn has signed her consent agreement. Staff will follow up with Ms. Lynn.

### **Previously Approved Applications**

Spencer Thorstad- Staff informed the Board that the reason that Mr. Thorstad's application was coming back before the Board was because additional information had surfaced that was not disclosed on his application. Staff reminded the Board that Mr. Thorstad was previously

approved by the Board for licensure pending a consent agreement. The Board discussed the particulars surrounding his failure to disclose and what the next course of action should be. Assistant A.G. Michael Raine advised the Board of their options including an informal discussion before the Board. After some discussion, John Tutelman moved to invite Mr. Thorstad to the April 18, 2014 meeting and advise him move forward with patient notification. Donald Hosenfeld seconded the motion. The motion passed 4-0.

**Substantive Review, Discussion, and Vote Re: Applications for Licenses as Follows:**

**a. Initial Applications**

|                  |                    |                     |                    |
|------------------|--------------------|---------------------|--------------------|
| Sasha Angermeier | Tiffani Arbogast   | Jamie Bigler        | Nicole Branstiter  |
| Ross Brantner    | John Canyock       | Jacquelyn DeLorenzo | Justin Ellis       |
| Maureen Galanis  | Nancy Krusen       | Randy Liberio       | Michelle Martin    |
| Amanda McDaniel  | Allison Merlo      | Gayle Michaels-Ryan | Marsha Mills       |
| Katherine Moss   | Larissa Osio       | Hailey Partridge    | Katrena Price      |
| Joni Raisbeck    | Nancy Riehm        | Michael Ruffing     | Edward Russell III |
| Diana Sanda      | Estefania Shockley | Jean Spoor          | Cynthia Stelmach   |
| Stacey Stirlen   | Anna Swanson       | Renee Troggio       | Tricia White       |
| Amanda Wilcox    | Brian Zevchak      |                     |                    |

Karen Belyan moved to approve 31 of the 34 initial licenses. John Tutelman seconded the motion. The motion passed 4-0

The Board reviewed the initial application of Tiffani Arbogast. John Tutelman moved to approve the application of Ms. Arbogast. Dr. Hosenfeld seconded the motion. The motion 4-0

The Board reviewed the initial application of Ross Brantner. Dr. Donald Hosenfeld moved to approve the application of Ross Brantner. Karen Belyan seconded the motion. The motion passed 4-0.

The Board reviewed the initial application of Renee Trogio. John Tutelman moved to approve the application of Renee Trogio. Karen Belyan seconded the motion. The motion passed 4-0.

**Renewal of Licenses**

|                             |                      |                  |                        |
|-----------------------------|----------------------|------------------|------------------------|
| John Adams                  | Jerolyn Allen        | Roberta Anderson | Lisa Angrist-Sirko     |
| Kathryn Babits              | Annice Baldwin       | Susan Barrett    | Wendy Barrie           |
| Oleah Bean                  | Jan Becker           | Jean Bennett     | Jona Benschoter Riddle |
| Nancy Berheim               | Bernard Biggers      | Jacob Bishop     | Keron Bowen            |
| Brandon Bracy               | Stacy Brink          | Karee Budnik     | Phyllis Capuano        |
| Ann-Christin Carlsson-Hyatt | Tracy Carrier        | Shanae Casper    | Angela Cassidy         |
| Jennifer Caywood            | Betsy Connelly-Henry | Joanna Cook      | Juan Corona            |
| Janice Croll                | Louise Cudzilo       | Carlina Cuttler  | Linda Dave             |
| Kerry Deering               | Michaele Dent        | Tonya Doty-Perez | Christina Dusek        |
| Patricia Elliot             | Susan Enerson        | Christina Eng    | Susan Feller           |
| Sharon Ferrari              | Laurie Ferreira      | Angela Figueroa  | Catrina Franklin       |
| Tami Furgerson              | Kara Gade            | Cindy Gailey     | Amy Gallagher          |
| Miriam Gallifant            | Ellen Gefer          | Theresa Gilliam  | Alison Gordon          |
| Rebecca Grabski             | Frances Graffeo      | Mary Guerrant    | Kelly Hall             |
| Mary Hanna                  | Melissa Hardy        | Emily Harris     | Katherine Harris       |
| Meagan Hastings             | Deborah Hauser       | Diana Henry      | Christina Hing         |
| Jodi Hofstra                | Carol Hohman         | Janice Houghland | Latoya Imadiyi         |

|                    |                       |                    |                   |
|--------------------|-----------------------|--------------------|-------------------|
| Darlene Jackson    | Yolanda Reid-Jackson  | Froma Jacobson     | Susan Jaworski    |
| Peggy Johnson      | Christine Jones       | Denise Juillard    | Dolores Keech     |
| Marsha Klein       | Brenda Knippenberg    | Bonnie Koch        | Suzette Konakis   |
| Deanna Kruse       | Hilary Lace           | Johnston Lajom     | Mary Lou Lamb     |
| Marcia Langer      | Michael Laper         | Lindsay LeSueur    | Carol Lock        |
| Mary Ellen Machain | Margaret Mack         | Kristi Maddock     | Barbara Mattie    |
| Molly McAlister    | Brooke McCarthy       | Vanessa McCarthy   | Scot McCoy        |
| Susan McDonnell    | Sheila McHale Alvares | Debra McSweeney    | Christine Merrill |
| Cherie Miller-Gray | Nina Moore            | Bonnie Mroczkowski | Cynthia Murphy    |
| Sherry Murphy      | Michael Natoli        | Shelly Nestor      | David New         |
| Jennifer Nordine   | John Oakes            | Sharon Oldfield    | Mara Owens        |
| Jennifer Parson    | Brian Paulsen         | Melissa Peru       | Lora Pirzynski    |
| Stephanie Pishos   | Jill Pleasant         | Mary Prince        | Diane Quisenberry |
| Kenlynn Ralph      | Lisa Ramos            | Kalie Reginato     | Colleen Reinboldt |
| Lori Reynolds      | Colleen Roche         | Jeanne Rodriquez   | Dawn Romero       |
| John Romero        | Christopher Rose      | Linda Rudd         | Laura Sahlin      |
| Ann Sauer          | Sheila Schempp        | Susan Schroeder    | Edwinna Schrum    |
| Kristin Schult     | Emily Schulz          | Dorothy Schwab     | Karen Schwarz     |
| Susan Scott        | Pamela Sheean         | Lacey Shupe        | Nancy Sklar       |
| Cecelia Skotak     | Linda Small           | Patrice Smith      | Rebecca Stanislaw |
| Tracy Stavlund     | Mary Stepler          | Susan Stockdell    | Collette Stockton |
| Jo Helen Strawn    | Rhonda Swihart        | Marietta Tartaglia | Margaret Taylor   |
| Cheryl Tobin       | Anne Townsend         | Mary Van Sant      | Mary Vanderworp   |
| Shannon Watson     | Susan Webb            | Sara Weber         | Amanda Werstler   |
| Holly Widder       | Tara Wigal-Wertschin  | Barbara Wightman   | Susanne Wilson    |
| Lori Wolf          | Phillip Wolfe         | Jerid Matheson     | Janice Western    |

John Tutelman made a motion to approve 167 of the 172 renewal applications. Dr. Donald Hosenfeld seconded the motion. The motion passed 4-0.

The Board reviewed the application of Bonnie Mroczkowski. John Tutelman moved to approve the application of Ms. Mroczkowski. Karen Belyan seconded the motion. The motion passed 4-0.

The Board reviewed the application of John Oakes. John Tutelman moved to approve the application of Mr. Oakes. Karen Belyan seconded the motion. The motion passed 4-0.

The Board reviewed the application of John Romero. Dr. Beth Williamson moved to approve the application of Mr. Romero. Dr. Donald Hosenfeld seconded the motion. The motion passed 4-0.

The Board reviewed the application of Susan Scott. John Tutelman moved to approve the application of Ms. Scott. Karen Belyan seconded the motion. The motion passed 4-0.

The Board reviewed the application of Hilary Lace. John Tutelman moved to approve the application of Ms. Lace. Karen Belyan seconded the motion. The motion passed 4-0.

### c. Limited Permits

|              |                  |                |                |
|--------------|------------------|----------------|----------------|
| John Baker   | Patricia Burrage | Brenna Ehrhard | Ramona Gavrila |
| Sara Mullins | Joshua Van Gundy | Keith Wallace  |                |

Karen Belyan moved to approve limited permit of Joshua Van Gundy. Dr. Donald Hosenfeld seconded the motion. The motion passed 4-0.

John Tutelman moved to approve the remaining 6 limited permits listed. Karen Belyan seconded the motion. The motion passed 4-0.

### **Review, Discussion, and Possible Action on Administrative Matters**

- a. Revenue and Expenditure Report. Executive Director, Randy Frost briefly went over monthly revenue and expense report. There weren't any questions from the Board.
- b. Administrative Projects Status Report. Mr. Frost updated the Board on the following administrative projects:
  - Policies and Procedures
  - Updating the Boards licensing program
  - Legislative Updates
  - Rule Revisions

### **Review, Discussion and Possible Action, Other Board Business and Reports**

- a. Election of Officers for 2014- Karen Belyan moved to elect John Tutelman as the Chair Person for 2014. Dr. Beth Williamson seconded the motion. The motion passed 4-0.

John Tutelman moved to elect Dr. Donald Hosenfeld as Vice-Chair. Karen Belyan seconded the motion. The motion passed 4-0.

- b. Revision of the Boards Administrative Rules- At 3:30 p.m. the Board started open discussion with the public on revisions to some of the Boards administrative rules. Board Chair, John Tutelman asked those in attendance to identify themselves prior to beginning any discussion. Executive Director Randy Frost provided a brief explanation to the Board and those in attendance how the State of Arizona rules process works and how the Board was going to proceed with the process. Mr. Frost asked those in attendance if they would be willing to get the less controversial rules and those rules that don't need to be changed so they are out of the way. Minor grammatical changes were made to a number of rules. All those participating agreed that under the definition of supervision, the word collaboration needed to remain. The next meeting the Board will delve deeper into supervision.

### **Agenda items for next meeting – if any**

There weren't any new agenda items added to the April 18, 2014 Board meeting.

### **Call to the Public**

Former Board member Rebecca Grabski addressed the Board regarding the time the Board holds the rules discussions. She expressed the importance to sticking to a standard starting time because of the people who want to be involved and the distances that some of them travel.

### **Adjournment**

There being no further business before the Board, the meeting adjourned at 4:31 p.m.

Respectfully submitted,

J. Randy Frost  
Executive Director