



ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS

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Regular Session Minutes

November 13, 2015

Board Members Present: Quenton McCallister, Chair, OT Member
 Dr. Donald Hosenfeld, Vice Chair, OT Member
 Dana Hutchings, OT Member

Staff Present: Karen Whiteford, Executive Director
 Vicki Egurrola, Administrative Assistant

Legal Staff Present: Thomas Raine, Assistant Attorney General

- 1) **Call to order** – 1:30 p.m.; Mr. McCallister called the meeting to order at 1:34 p.m. (A recording of the meeting is available through the Board Office.)
- 2) **Roll call** – The following members were present: Mr. McCallister, Dr. Donald Hosenfeld, and Ms. Hutchings (by telephone)
- 3) **Review and Discuss Approval of Minutes**
 - a) Regular Session Meeting Minutes of October 9, 2015 – Dr. Hosenfeld moved the Board approve the regular session meeting minutes of October 9, 2015, with a correction to a misspelled name. Mr. McCallister seconded the motion. The motion passed 3-0.
- 4) **Declaration of Conflicts of Interest**

Mr. McCallister recused himself from item 6.c.iii.
Mr. McCallister stated that he knows Erik Pool (agenda item 6.d.iii) but would remain impartial in determining whether to approve his license renewal.
- 5) **Review and Discuss Future Board Meeting Schedule**

The Board reviewed the meeting schedule for:

 - a) December 11, 2015
 - b) January 8, 2016
 - c) February 12, 2016
- 6) **Items for Board Review, Discussion and Legal Action**
 - a) **Review, Discussion & Possible Action - Complaints, Investigations and Compliance**
 - i) Initial Review of New Complaints
There were no new complaints to discuss.
 - ii) Open Complaints/Investigations
There were no open complaints to discuss.

- b) Status of Compliance with Board Order/Approval of Board Ordered CE
 - i) Amy Ryan 14-OT-0933 – Board staff reported that Ms. Ryan is on probation until December 5, 2015.
 - ii) Casey Crothers 15-OTA-0550 – Board staff reported that there was no update on Ms. Crothers.
 - iii) Lena Mallant 15-OT-6337 – Board staff reported that the consent agreement for Ms. Mallant was being drafted.

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

Mr. McCallister moved the Board go into executive session to obtain legal advice for items i through iv. Dr. Hosenfeld seconded the motion. The motion passed 3-0. The Board went into executive session at 1:40 p.m.

 - i) Beth Sternberg, OTA
Upon the Board's return from executive session at 1:47 p.m., Mr. McCallister moved the Board issue a letter of concern to Ms. Sternberg. Dr. Hosenfeld seconded the motion. The motion passed 3-0.
 - ii) Maria Stratton, OTA
Dr. Hosenfeld moved the Board issue a letter of concern to Ms. Stratton. Mr. McCallister seconded the motion. The motion passed 3-0.
 - iii) Michelle Lyons, OTA
Mr. McCallister recused himself from this agenda item. The item was tabled until the December 2015 Board meeting because of a lack of quorum.
 - iv) Paul Breuninger, OT
Mr. McCallister moved the Board open a complaint against Mr. Breuninger. Dr. Hosenfeld seconded the motion. The motion passed 3-0.

- d) Licenses

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

- i) Initial applications:

Lelena Abbott	Wade Ambrose	Camille Arquero	Keri Cariaga
Kelly Davis	Jayne Edwards	Kelli Emady	Jason Faflik
Elizabeth Farley	Darlene Farrow	Heather Fryzlewicz	Lindsay Goettl
Tammi Haseltine	Katie Marolia	Julia Moon	Marissa Oddo
Rebecca Peryea	Natalie Phalen*	Jeanine Rodriguez	Brandi Romero
Lori Rubinelli	Julie Sack	Allison Salvo	Guadalupe Sarmiento
Kristin Schneider	Brittany Sibbett	Teresa Simmons	Samantha Skaates
Breanna Snyder	Kelli Tennis	Michelle Uccello*	Courtney Uphoff
Roxanna Valenzuela	Jennifer Wang	Carrie Wheeler	Cindy Yu

Dr. Hosenfeld moved the Board approve the 34 initial applications not requiring Board Review. Dana Hutchings seconded the motion. The motion passed 3-0.

Natalie Phalen

Mr. McCallister moved the Board approve Ms. Phalen's application for licensure. Dr. Hosenfeld seconded the motion. The motion passed 3-0.

Michelle Uccello

Dr. Hosenfeld moved the Board approve Ms. Uccello's application for licensure. Mr. McCallister seconded the motion. The motion passed 3-0.

ii) Renewal of licenses:

Michael Andrews	Cynthia Anthony	Pamela Barker	Kelly Barnhart
Vicki Belser	Amy Betts	Tim Bielefeld	Barbara Bollinger
Rita Borens	Diane Bowlus	Trinette Brewer	Scott Busby*
Marily Cabay	Paul Cagle	Anastacio Castro	Diana Chapin-Tsai
Mimi Christensen	Michelle Cole	Tracey Collier	Laura Comfort
Lynn Connor	Jacqueline Conway	Merrisue Corris	Kristin Cramer
Colleen Crook	DuWayne Crook	Anna Damaso	Janice Dedrich
Lorissa DePalma	Claudia Dickson	Eric Dorf	Jodi Duecker
Kimberly Edwards	Charles Esquivel	Sara Fleishman-Nelson	Renee Forster
Patricia Fox	Teri Friedland	Kimberly Fritz	Connie Garcia
Roberta Garza	Margaret Gibb	Martin Glowski	Mary Good
Michael Hacker	Holly Hussey	Rebecca Hydrick	Sandra Jensen
Lynn Johnson	Deborah Kinsey	Deborah Kooiman	Gretchen Lokey*
Melissa Loper	Jennifer Lutton	Claudia Martinez	Michelle McDowell
Michelle McGinnis	Brianna McKee	Pamela McNamara	Denise Miller
Dawn Moyer	Betty Naylor	Rita Olsen	Ada Pastor
Ty Pehrson	Erik Pool*	Eileen Pratte	Nancy Pruter
Catherine Quiroz	Sheri Ravenwood	Cheryl Ray	Nancy Reyes*
Rosanna Ruiz	Mylene Ruth	Krishunda Sargent	Charlotte Satterwaite
Rebecca Schmotzer	Kimberly Schultz	Janet Seidl	Dana Seiss
Lynn Strom	Charles Stuart	Susan Swanson	Lori Taylor
Simone Thomas	Mary Jo Todd	Shelly Unruh	Valerie Van Vianen
Angelica Vogelsang	Ruth Waldrop*	Britta Walsh	Jeremy Walters
Sharon Warner	Shayla Warnken	Pepper West	Lisa Wild
Tasha Wiles	Sondra Wilkinson	Jody Yeomans	Sharon Yuda
Aubresca Zimmer	Meghan Zimmer	Anne Zimmerman	

Mr. McCallister moved the Board approve the 98 renewal applications not requiring Board Review. Dr. Hosenfeld seconded the motion. The motion passed 3-0.

Scott Busby

Dr. Hosenfeld moved the Board approve Mr. Busby's renewal application and issue a letter of concern. Mr. McCallister seconded the motion. The motion passed 3-0.

Gretchen Lokey

Mr. McCallister moved the Board approve Ms. Lokey's renewal application. Dr. Hosenfeld seconded the motion. The motion passed 3-0.

Erik Pool

Mr. Pool allowed his license to lapse and practiced for approximately ten days while it was expired. Following review and discussion Mr. McCallister moved the Board approve Mr. Pool's renewal application and offer a consent agreement to include six months of probation and three hours of continuing education in medical ethics or Medicare rules. Dr. Hosenfeld seconded the motion. The motion passed 3-0.

Nancy Reyes

Mr. McCallister moved the Board approve Ms. Reyes's renewal. Dana Hutchings seconded the motion. The motion passed 3-0.

Ruth Waldrop

Dr. Hosenfeld moved the Board approve Ms. Waldrop's renewal application and issue a letter of concern. Mr. McCallister seconded the motion. The motion passed 3-0.

iii) Limited Licenses:

Viado Larizza

Dr. Hosenfeld moved the Board approve Ms. Larizza's application for a limited permit. Mr. McCallister seconded the motion. The motion passed 3-0.

7) Review, Discussion and Possible Action - Administrative Matters

- a) Revenue and Expenditure Report – Karen Whiteford reported that according to the most current Cash Flow Report, the Board will go over budget by \$2,595. This is due to annual leave payout to Randy Frost and to overtime hours for the administrative assistant, who took on additional duties after Randy retired and before his replacement was hired. Ms. Whiteford stated she will work on the report to identify areas where the Board can save money and come in at, or under, budget for fiscal year 2016.
- b) Administrative Project Status Report
 - i) Policies and procedures – No update
 - ii) Updating the Board licensing program to automate manual functions – Ms. Whiteford reported that she was waiting for a return call from GL Solutions.
 - iii) Legislative Update – No update
 - iv) Rule Revisions – No update
 - v) Board Member Training –The Board discussed possible options. Tom Raine agreed to look into exactly what is required in the Board member training and whether Medicare training is a possible option. The Board suggested Ms. Whiteford call Karen Belyan to find out if she was still willing to design and deliver training to the Board members.
 - vi) Sunset Audit – Nothing new to report.

8) Other Board Business and Reports. Review, Discussion and Possible Action

- a) Open Public Board Member Positions – Ms. Whiteford stated that no applications for the open public positions have been received. Dana Hutchings suggested that Board staff send a mass email to all Occupational Therapist and Occupational Therapist licensees to notify them of the openings.
- b) Status update on the Office of Boards and Commissions questionnaires – Nothing new to report.

9) Agenda items for next meeting – if any

The board requested that the item concerning Michelle Lyons, OTA, appear on the December 2015 agenda.

10) Call to the Public

There were no members of the public wishing to address the Board.

11) Adjournment

There being no further business before the Board, the meeting adjourned at 2:12 p.m.

Respectfully submitted,

Karen Whiteford
Executive Director