Regular Session Minutes

April 19, 2013

Board Members Present: Laura Beckman, Chair, OTR
John Tutelman, Vice – Chair, Public Member
Christine Feltman Rosenberg, OTR Member

Board Members Absent: Donald Hosenfeld, OTR Member

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

Legal Representative: Elizabeth Campbell, Assistant Attorney General

Call to Order

The regularly scheduled meeting of the Arizona State Board of Occupational Therapy Examiners was called to order at 1:35 p.m. Laura Beckman, Chair, presiding.

Roll Call

All Board members were present with the exception of Donald Hosenfeld.

Approval of Minutes

Regular Session Meeting Minutes of March 15, 2013

John Tutelman moved to approve the March 15, 2013 meeting minutes as amended. Christine Rosenberg seconded the motion. The motion passed 3-0.

Executive Session Meeting Minutes of March 15, 2013

John Tutelman moved to approve the March 15, 2013 executive meeting minutes as amended. Christine Rosenberg seconded the motion. The motion passed 3-0.

Declaration of Conflicts

Laura Beckman recused herself from agenda item 6 (c) (2).

Review Meeting Schedule

The Board reviewed the meeting schedule for:

a. May 10, 2013
b. June 21, 2013
c. July 12, 2013

Donald Hosenfeld informed the Board that he would not be at the April 19, 2013 meeting. The Board will continue with the April 19 date however, the June meeting will be moved to June 21, 2013.

a. Initial Review of New Complaints

James Hill, OTA 4373 The Board reviewed the complaint and Mr. Hill’s response to the complaint. Mr. Hill was present and appeared before the Board to offer his rebuttal to the complaint and to answer the Board’s questions. After hearing Mr. Hill’s testimony the Board determined that with the evidence submitted that there wasn’t enough to meet the minimal burden of proof. John Tutelman moved to dismiss the complaint. Laura Beckman seconded the motion. The motion passed 3-0.

b. Open Complaints/Investigations

There were no open complaints.

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

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

1. Laura L. Hoelting, 12-OT-4809, Staff reported that Ms. Hoelting is up to date on her Consent agreement requirements.

2. Kerry Deering, 11-OT-104, Board Chair, Laura Beckman, recused herself and turned the meeting over to John Tutelman for this matter. The Board was unable to discuss the matter due to the lack of a quorum at this point.

3. Joel Tagle, 13-OT-5436, Staff informed the Board that Mr. Tagle had signed his consent agreement 4/8/13.

4. Lisa Fuller, 13-OT-2983, Staff informed the Board that Ms. Fuller had signed her consent agreement 4/8/13.

5. David Adams, 13-OT-2563, Staff informed the Board that Mr. Adams had signed his consent agreement 4/15/13.

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

a. Initial Application

<table>
<thead>
<tr>
<th>Samantha Allemang</th>
<th>Kristy Anderson</th>
<th>Lori Borowitz</th>
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<tbody>
<tr>
<td>Geralyn Bradley</td>
<td>Grete Cannon</td>
<td>Noel Choroski</td>
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<tr>
<td>Molly Civinskas</td>
<td>Stephanie Cole</td>
<td>Rona Ellman</td>
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<tr>
<td>Angelina Conway</td>
<td>Nastassia El-sayed</td>
<td>Stephanie Felix</td>
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<tr>
<td>Carrie Freese</td>
<td>Vicki Harrison</td>
<td>Lynn Jansky</td>
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<tr>
<td>Lindsay Jantz</td>
<td>Katie Jones</td>
<td>Karen Larsen</td>
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<tr>
<td>Rebecca McMahon</td>
<td>Kimberly Morefield</td>
<td>Adrian Moreno</td>
</tr>
<tr>
<td>Aileen Nishimura Ellis</td>
<td>Megan Olson</td>
<td>Linda Pfund</td>
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</table>
John Tutelman moved to approve all 38 initial applications. Christine Rosenberg seconded the motion. The motion passed 3-0.

b. Renewal of Licenses

<table>
<thead>
<tr>
<th>Carolyn Barnes</th>
<th>Melaine Bates</th>
<th>Jamie Bigley</th>
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<tbody>
<tr>
<td>Julianne Bird</td>
<td>Jay Brashear</td>
<td>Danielle Burmeister</td>
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<tr>
<td>Nicoletta Carolie</td>
<td>Crystal Cao-Baker</td>
<td>Anne Carlsson</td>
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<tr>
<td>Shawna Christofis</td>
<td>Kelli Engelby</td>
<td>Kathy Ensign</td>
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<tr>
<td>Angela Ferrari</td>
<td>Kathleen Hanson</td>
<td>Tina Healy</td>
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<tr>
<td>Dale Heinz</td>
<td>Laura Hoeltting</td>
<td>Donald Hosenfeld</td>
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<tr>
<td>Virginia Johnson</td>
<td>Tod Keam</td>
<td>Diane Kiel</td>
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<tr>
<td>Rachel Knowles</td>
<td>Linda Korengold</td>
<td>Steven Kremer</td>
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<tr>
<td>Tara Larson</td>
<td>Christina Linn</td>
<td>Amy Lyons</td>
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<tr>
<td>Marcus Maddox</td>
<td>Peggy McCahan</td>
<td>Winona McCall</td>
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<tr>
<td>Melissa Miller</td>
<td>Jacque Nelson</td>
<td>Chelsey Nicholson</td>
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<tr>
<td>Peter Nordland</td>
<td>Joanne Olson</td>
<td>Kelly Orth</td>
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<tr>
<td>Kavita Parikh</td>
<td>Autumn Pasieka</td>
<td>Rachel Perkins Garner</td>
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<tr>
<td>Lori Pettinelli</td>
<td>Taresa Pifer</td>
<td>Stephanie Pillor</td>
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<tr>
<td>Mytyl Playford</td>
<td>Debra Rhoads</td>
<td>Gisela Ridder</td>
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<tr>
<td>Phyllis Rooker</td>
<td>Ashley Schoonover</td>
<td>Abby Solomon Tennen</td>
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<tr>
<td>Terri Sterlish</td>
<td>Elisabeth Stuewe</td>
<td>Allison Troutman</td>
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<tr>
<td>Susan Tully</td>
<td>Tamara Wheeler</td>
<td>Andrea White</td>
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<tr>
<td>Jennifer Woodford</td>
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John Tutelman moved to approve all 55 renewal applications listed. Christine Rosenberg seconded the motion. The motion passed 3-0.

c. Limited Permits
Review, Discussion and Possible Action on Administrative Matters

a. Revenue and Expenditure Report

The Executive Director, Randy Frost, updated the Board with a new revenue and expenditure report. Mr. Frost informed the Board that the Fund is healthy and that the Board is well within its budget.

b. Administrative Project Status Report

The Board reviewed and discussed the Administrative Project Status Report. The following items were discussed:

- Policies and procedures, John Tutelman moved to approve The Employee Complaint Process – Allegations of Unlawful Discrimination or Harassment. Christine Rosenberg seconded the motion. The motion passed 3-0.
• Updating the Board licensing program to automate manual functions.
• Filling Vacant Board Positions
• Revised Statutes
• Legislative updates
• Five Year Review
• Board Recommendations

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

a. Allocation of funds to be received from the AT Board. Staff informed the Board that the funds that will come from the AT Board will be utilized to purchase laptops and other items that were suggested by the Board.

b. Review past study of fees for license verification that Laura Beckman performed. The previous study revealed that the Board would benefit from charging nominal fees for additional services that the staff performs. Any new fees would first have to be contained in statute which would require a law change.

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

a. Review the Board’s current administrative rules and discuss possible revisions.

b. The possibility of forming a team to rewrite the Board’s administrative rules.

**Call to the Public**

There were no public members wishing to address the Board.

**Adjournment**

There being no further business before the Board the meeting adjourned at 2:44 p.m.

Respectfully submitted,

J. Randy Frost
Executive Director