



ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS

4205 N. 7th Avenue, Suite 305
Phoenix, Arizona 85013
(602) 589-8352
FAX: (602) 589-8354

Regular Session Minutes

February 14, 2014

- Board Members Present:** Dr. Donald Hosenfeld, OT Member
Dr. Beth Williamson, OTR Member
Karen Belyan, Public Member
- Board Members Absent:** John Tutelman, Vice Chair, Public Member
- Staff Present:** J. Randy Frost, Executive Director
Vicki Egurrola, Administrative Assistant
- Legal Staff Present:** 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 1:34 p.m. Dr. Donald Hosenfeld, presiding.

Roll Call

Three Board members were present.

Approval of Minutes

Regular Session Meeting Minutes of January 10, 2014

Dr. Donald Hosenfeld moved to approve the January 10, 2014 meeting minutes as amended. Dr. Beth Williamson seconded the motion. The motion passed 3-0.

First Executive Session Meeting Minutes of January 10, 2014

At the request of Assistant Attorney General Elizabeth Campbell, the Board tabled the approval of the executive minutes until the March 14, 2014 meeting.

Second Executive Session Meeting Minutes of January 10, 2014

At the request of Assistant Attorney General Elizabeth Campbell, the Board tabled the approval of the executive minutes until the March 14, 2014 meeting

Third Executive Session Meeting Minutes of January 10, 2014

At the request of Assistant Attorney General Elizabeth Campbell, the Board tabled the approval of the executive minutes until the March 14, 2014 meeting.

Declaration of Conflict of Interest

Dr. Beth Williamson declared conflicts with agenda item number 6(b)(1) and agenda item number 7(a) the initial application of Rilea Baisley. Dr. Williamson recused herself from any participation in the discussion and the outcome of these items.

Review Meeting Schedule

The Board reviewed the meeting schedule for:

- February 14, 2014
- March 14, 2014
- April 18, 2014

There were no changes made to the meeting schedule.

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 in March or April 14, 2014. 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.
3. Mary Lynn, 14-OT-1075. Staff informed the Board that Ms. Lynn hasn't signed her consent agreement as of yet. Staff will follow up with Ms. Lynn.

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

a. Initial Applications

Ma.Marissa Acharon	Lisa Allen	Courtney Alonzo	Karilyn Amico
Pauline Atem	Savannah Austin	Jeffrey Balser	John Carlo Base
Brent Baxley	Melissa Bayley	Akita Carter	Rebecca Christian
Lucy Cruz	Dana D'Amore	Barbara Davis	Sally-Ann Defriez
Stephanie DuPont	Nicole Fischer	Rachel Flores	Sarah Gipson

Kim Gooding	Alex Hatchett	Shira James	Emily Kimmins
Daria Korobova	Maegan Krifchin	Jessica McGrath	Melanie Michael
Sarah Miller	Shauna Nelson	Kimberlee Price	Whitney Radke
Barbara Sawicki	Kim Schrick	Britnie Sellitto	Mary Ann Sheely
Michelle Siegel	Spencer Thorstad	Brittany Travis	Liza Travis
Cally Voegele	Laura Wolf		

Dr. Hosenfeld moved to approve 37 of the 43 initial licenses. Dr Williamson seconded the motion. The motion passed 3-0

The Board reviewed the initial application of Michelle Siegel. Ms. Siegel addressed the Board. Ms. Siegel presented to the Board certificates of completion for courses the Board had required she take in the past. Dr. Williamson asked Ms. Siegel to what happened previously that caused a previous Board to give her discipline. Ms. Siegel provided a brief synopsis. After some brief discussion, Dr. Williamson moved to go into executive session for legal advice. Dr. Hosenfeld seconded the motion. The motion passed and the Board went into executive session at 2:00 p.m.

The Board returned from executive session at 2:09 p.m. Upon return, The Board had several questions regarding an OT business that Ms. Siegel will be establishing. After some discussion Dr. Hosenfeld moved to offer Ms. Siegel licensure pursuant to a consent agreement for probation to include monthly review of patient billing by an outside patient billing company. Karen Belyan seconded the motion. The motion passed 3-0.

The Board next reviewed the application of Spencer Thorstad. Mr. Thorstad addressed the Board to explain why he practiced as an OTA without a license. Mr. Thorstad explained that he was nationally certified and that he thought that certification was all he needed to do to practice. Dr. Williamson raised several questions in regard to his lack of knowledge of the license requirements. Dr. Williamson also pointed out to Mr. Thorstad how is lack of having a license affected the OTs that he worked for. After some discussion, Dr. Williamson moved to offer Mr. Thorstad licensure pursuant to a consent agreement for probation. Karen Belyan seconded the motion. The motion passed 3-0.

Dr. Beth Williamson moved to approve the application of Dana D'Amore. Dr. Donald Hosenfeld seconded the motion. The motion passed 3-0.

Dr. Beth Williamson moved to approve the application of Emily Kimmins. Dr. Donald Hosenfeld seconded the motion. The motion passed 3-0.

Dr. Beth Williamson moved to approve the application of Melanie Michael. Dr. Donald Hosenfeld seconded the motion. The motion passed 3-0.

Dr. Beth Williamson moved to hold the application of Renee Troggio and invite her to attend the next meeting to answer questions from the Board. Dr. Donald Hosenfeld seconded the motion. The motion passed 3-0.

b. Renewal of Licenses

Jane Aitken	Dee Almeter	Beverly Amwake	Kara Anderson
Diane Astorino	Shirley Auchincloss	Carol Ballard	James Baum
Heather Baumgartner	Lisa Beckman	Christine Beecham	Sharon Benson
Beverly Beste	Stephanie Black	Doris Blakes-Greenway	Carol Blanc
Ashley Bohlin	Jennifer Bradley	Lynn Bradway	Gloria Brandt

Frances Brazzell	Andrea Brennan	Rochelle Brickman	Lee Brissette
Jamee Brownlee	Bruce Bryte	Kathy Bryte	Kimberly Bryze
Pamela Burns	Kathleen Burt	Turi Cairney	Cara Campbell
Teresa Carnel	Amanda Carpenter	Michele Carroll	Sara Clancey
Marion Clark	Cynthia Claus	Deborah Clemmensen	Lori Coey-Ritter
Ariel Coffey	Robert Cohalla	Alyxandra Colbert	Nancy Conrad
Evelyn Cooper	Thomas Cote	Kimberley Coup	Janet Crowl
Kindra Cuffe	Sandra Curtis	JoAnn Davis	Judy Davis
Lisa De Francesco	Alison De La Montaigne	Monica Deleon	Selah Delgado
Shefali Desai	Rachel Diamant	Kim Dlugosz	Nancy Dryden
Flaget Dube	Beth Duyck	Carrie Edwards	Elizabeth Elgin
Clarissa Ellison	Jill Erickson	Yolanda Esquivel	Jennifer Fiero
Diane Flanagan	Cyndy Flanigan	Lynne Folger	Elizabeth Fortine
Jennifer Fraley	Suzanne Funk	Melissa Gardner	Mary Gaytan
Meryl Glenn	Judith Glowinski	Roxana Goude-lock	Carrie Grant
Laurie Gray	Amy Greenway	Christina Griffin	Jennifer Guenther
Angela Hacker	Nancy Hagberg	Patricia Hageman	Robin Hamilton
Heather Hamlin	Karen Hanafin	Mary Haney	Donna Hannah
Cindy Hartmann	Sandra Heide	Emily Helling	Darla Hergenroether
Marlenn Herro	Kelsi Hess	Terry Higbee	Darlas Hildreth
Debra Hines	Dawn Hoffman	Vincent Hsu	Raymond Hucke
Kathleen Humpherys	Karen Hyden	Divina Cecilia Jacobe	Devin Jacques
Lynette Jamison	Constance Johnson	Iman Johnson	Nicole Keefe
Lynn Keeler	Kathryn Kiernan	Madeline Kirelawich	Rebecca Kirkpatrick
Diane Koble	Margaret Kolega	Gwen Kooi	Audrey Krakowiak
Patricia Lamb	Gretchen Lamberth	Geraldene Larrington	Linda Larson
Patrick Lavelle	DeeAnn Lett-Neal	Cindy Levy	Dolores Linares
Joleen Linn	Elizabeth Linos	Carol Lockhart	Veronica Lopez
Judy Lubbers	Vicki Lucas	Steven Luce	Carol Luhman
Shannon Maaske	Laura Mallison	Tracy March	Lindsi Marsh
Kim Martin	Michelle Mcardle	Laurie Mcfarlane	Bridget Mercer
Christine Merchant	Laurie Mering	Phyllis Metcalf	Patricia Mezey
Willima Michaels	Barbara Middendorf	Rachael Miklos	Sibongile Mnguni
Tommy Molina	Siyanda Mquqwana	Christine Muhleman	Amy Murray
Melissa Nemeth	Kelly Nesbit	Deborah Newsom	Melissa Noble
Stephanie O'leary	Angela Olson	Leah Olson	Grace Overcash
Nancy Palatnik	Murray Palmer	Lorraine Paquette	Pamela Parker
Alex Pereda	Shelley Perry	Lacy Petersen	Dawn Pfafman
Marianne Pierce	Ann Pitchford	Jennfier Pitterle	Marjorie Pomfret
John Poquette	Gillian Porter	Mary Potter	Menchit Price
Irene Radillo-Diaz	Sandra Rallo	Marcos Ramos	Mario Ramos
Heather Ratliff	Shelby Ritter	Tara Rivera-Armstrong	Patrice Rogers
Ellen Russell	Amber Rutt-Shepard	Amaryllis Sanchez	Dennis Schmahl
Lory Schoffman	Carol Schroeder	Beverly Scott	Danette Sillaman
Samantha Singler	Anne Small	Stacy Smith	Susan Smith

Charlene Snipes	Martha Stacey	Mary Stefan	Sandra Stock
Tina Storc	Lisa Marie Strainer	Patricia Sumner	Lisa Tellefsen
Vanessa Terrazas	Barbaraann Thomas	Melanie Thomas	Rosann Thomas
Stacy Thomas	Margery Thompson	Judy Thuenen	Beverly Thurber
Dionne Torres	Patricia Trossman	Judy Tutalo	Rosanne Urbanowicz
Christine Vaaler	Jeanine Van Cott	Donna Varbero	Steven Velaski
Miriam Vetter	Dena Vettor	Mary Voytek	Linda Walker
Sharon Waszak	Electra Weyker	Noelle White	Tami Wiesenhofer
Roberta Williams	Rachel Woodruff	Darrin Wooldridge	Judith Wrege
Loraine Zagula			

Karen Belyan made a motion to approve 237 of the 238 renewal applications. Dr. Donald Hosenfeld seconded the motion. The motion passed 3-0.

The Board reviewed the application of Siyanda Mquqwana who practiced several days without a license. After some discussion Dr. Donald Hosenfeld, made a motion to renew Siyanda Mquqwana's license and issue her a non-disciplinary letter of concern. Dr. Beth Williamson seconded the motion. The motion passed 3-0.

c. Limited Permits

Elizabeth Clay	William Dunham	Abdul Franco	Diane Getz
Helena Hedrick	Matthew LeVac	Jeff Mathews	Erica Mazza
Tamara Nedley	Marsha Pettis	Jaren Soelberg	Sarah Watson
Jesse Wilcock			

Karen Belyan moved to approve the 13 limited permits listed. Dr. Williamson seconded the motion. The motion passed 3-0.

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.
- 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- The Board tabled this matter to the March 14, 2014 meeting.
- b. New Board Member- Board staff informed Board members that the Governor's Office has appointed a new member to replace Ms. Rosenberg whose term expired.
- c. Board Member Training- Assistant Attorney General, Elizabeth Campbell provided the Board with requested training in the area of open meeting laws.

d. Revision of the Boards Administrative Rules- At 3:30 p.m. the Board started open discussion with the public on possible revision to some of the Boards administrative rules. Executive Director Randy Frost explained 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 explained that the Board would be holding several public work sessions to discussion rule revisions and work with those in attendance to draft final rules. Several individuals were from various organizations were in attendance and filled out slips to address the Board. The discussion centered mostly on OTs supervision of COTAs and students.

Agenda items for next meeting – if any

Tabled items from this meeting to include; Approval of the executive session minutes of the January 10, 2014 meeting and election of officers for 2014.

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 4:41 p.m.

Respectfully submitted,

J. Randy Frost
Executive Director