



ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS

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Regular Session Minutes

July 11, 2014

Board Members Present: John Tutelman, Chair, Public Member
Karen Belyan, Public Member
Quenton McCallister, OTA Member
Dr. Donald Hosenfeld Vice Chair, OT Member

Board Members Absent: Dana Hutchings, OT 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 1:35 p.m. John Tutelman, presiding.

Roll Call

Four Board members were present

Approval of Minutes

Regular Session Meeting Minutes of June 20, 2014

John Tutelman moved to approve the June 20, 2014 meeting minutes as amended. Karen Belyan seconded the motion. The motion passed 4-0.

Declaration of Conflict of Interest

Quenton McCallister had a conflict with item number 7(b) the renewal of license for Kathleen Borawski.

Review Meeting Schedule

The Board reviewed the meetings schedule for:

- August 8, 2014, Karen Belyan will be out.
- September 12, 2014
- October 17, 2014

There were no changes made to the meeting schedule.

Initial Review of New Complaints

1. Amy Ryan 14-OT-0933. The Board reviewed the complaint filed against Ms. Ryan. The complaint alleged violations of the Board's statutes and rules. Specifically, the complaint alleged that Ms. Ryan was late in submitting work logs for her employer and that, when submitted, the logs appeared to include falsified information.

Ms. Ryan was in attendance and addressed the Board giving her response to the complaint. Ms. Ryan didn't deny that her reports were incomplete and lacking. She explained that she was overloaded with work and was very ill at the time of the incidents. Board Member Karen Belyan asked Ms. Ryan why she didn't take a leave of absence. Ms. Ryan explained that she asked for someone to replace her but the company didn't respond to her calls for help.

After some discussion Karen Belyan moved to go into executive session for legal advice at 2:03 p.m. Donald Hosenfeld seconded the motion. The Board went in to executive session for legal advice at 2:03 p.m.

Upon return from executive session at 2:55 p.m., the Board continued the discussion regarding Amy Ryan. Board President John Tutelman stated his concerns about the ability of Ms. Ryan to continue practicing in her current status. Mr. Tutelman moved to set a formal hearing for September. Donald Hosenfeld seconded the motion. The motion passed 4-0.

Open Complaints/Investigations

There were no open complaints open for discussion at the time.

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 there was nothing new to report.
2. Mary Lynn, 14-OT-1075. Staff informed the Board that a letter of reminder was sent to Ms. Lynn. There was nothing else new to report.
3. Michelle Siegel, 14-OT-5789. Staff informed the Board that there was nothing new to report.
4. Spencer Thorstad, 14-OTA-5850. Staff reported that they are waiting for his CEUs.
5. Michael Welker, 13-OTA-4873. Staff informed the Board that there was nothing new to report.

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

Initial Applications

Christina Carreras-Evans	Sarina Cory	Melissa Engel	Shelly Fizer
Jessica Ghetes	Emily Green	Rebecca Hankerson	Susan Jenkins
Kelly Martin	Patience Mikhail	Joseph Ragin	Joalice Ryan
Andrea Vogt	Robert York		

John Tutelman moved to approve the 14 initial licenses. Karen Belyan seconded the motion. The motion passed 4-0.

Renewal of Licenses

Corinne Akers	Eileen Ballungay	Kathleen Borawski	Sheri Bowes
Susan Bruining	Christen Carr	Yvonne Cauzza	Shirley Cheng
Mildred Clay	Brendan Cluff	Kelly Collier	Jessica DeMoss
Dixie Devry	Susan Drexler	Norman Dreyer II	Brooke Eberle
Jason Ernst	Marcia Fetterman	Barbara Flores	Yvonne Fronczek
Kimberly Grant	Catherine Grennell	Bernadette Harkins	Deanne Heitzman
Jeanne Huber	Julie Kenny	Damon King	Tracey Kunz
Liza Labarbera	Melissa Lee	Ulla Loeffler	Kim Lonsway
Lauren McCune	Kellie McGee	Maureen McPherson	Sue Mulholland
Sarah Mullback	Kathleen Myers	Suzanne Olea	Sandra O'leary
Meagan Orban	Terry Ann Pallister	Denise Parker-Gutierrez	Diana Partain
Sarah Porrazzo	Beth Rank	Lizette Reid	David Reis
Nanette Royle	Christine Sanchez	Juliet Sharley	Shawnalea Shelly
Jacqueline Smith	Amy Snyder	Sandra Spears	Sarah Starkey
Lisa Starzetski	Terri Tadeo	Tami Thornton	Gretchen Wilce
Katrina Young			

John Tutelman made a motion to approve 60 of the 61 renewal applications. Quenton McCallister seconded the motion. The motion passed 4-0.

John Tutelman next made a motion to approve the renewal application of Kathleen Borawski. Karen Belyan seconded the motion. The motion passed 3-0. Quenton McCallister recused himself.

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. Mr. Frost pointed out some fund shifts and explained the necessity for the shifts.
- 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. Revision of the Boards Administrative Rules. The Board invited members of the OT community to come to the table to discuss proposed revisions to the Boards administrative rules. The majority of the discussion was focused on the rules of supervision. The group discussed the levels and methods of supervision. The outcome of the discussion was proposed language that will be reviewed and refined at the Boards next meeting.

Agenda items for next meeting – if any

There weren't any new agenda items added to the August 8, 2014 Board meeting.

Call to the Public

Adjournment

There being no further business before the Board, the meeting adjourned at 4:21 p.m.

Respectfully submitted,

J. Randy Frost
Executive Director