



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

November 15, 2013

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

Board Members Not Present Christine Feltman Rosenberg, Chair, OTR 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 1:35 p.m. John Tutelman, presiding.

Roll Call

All Board members were present with the exception of Mrs. Feltman Rosenberg.

Approval of Minutes

Regular Session Meeting Minutes of October 18, 2013

Beth Williamson moved to approve the October 18, 2013 meeting minutes as presented. Donald Hosenfeld seconded the motion. The motion passed 4-0.

First Executive Session Meeting Minutes of October 18, 2013

Beth Williamson moved to approve the October 18, 2013 first executive session meeting minutes as presented. Donald Hosenfeld seconded the motion. The motion passed 4-0.

Second Executive Session Meeting Minutes of October 18, 2013

Donald Hosenfeld moved to approve the October 18, 2013 second executive session meeting minutes as presented. Beth Williamson seconded the motion. The motion passed 4-0.

Declaration of Conflicts

There were no declarations of conflict with any of the items on the agenda.

Review Meeting Schedule

The Board reviewed the meeting schedule for:

- December 13, 2013
- January 10, 2014
- February 14, 2014

There were no changes made to the meeting schedule.

Initial Review of New Complaints

Michael Welker, 13-OTA-4873. The Board reviewed and discussed a complaint it received from Kristen Otto regarding unprofessional behavior by Michael Welker, OTA.

Mr. Welker was present and appeared before the Board to answer questions and provide information regarding the complaint of unprofessional behavior filed by Ms. Otto. Mr. Welker represented himself. Ms. Otto had several witnesses in attendance.

Board Vice-Chair, John Tutelman asked Board Staff to provide a brief review. Ms. Otto was also allowed time to discuss her complaint. Ms. Otto stated that she was Mr. Welker's supervisor. Ms. Otto filed the complaint out of concern because of Mr. Welker's unprofessional behavior, inattention to detail, and not following procedure. After hearing from Ms. Otto, the Board had numerous supervisory questions for her. The Board then asked Mr. Welker if he would like to address the allegations of Ms. Otto. Mr. Welker read a prepared statement to the Board on his own behalf. Mr. Welker indicated to the Board that the relationship between himself, Ms. Otto, and the company was one of a personality conflict. Mr. Welker stated that he was following what others had done.

After hearing from both sides, Board member Beth Williamson moved to go into executive session for legal advice. Donald Hosenfeld seconded the motion. The Board went into executive session at 2:05 p.m.

Upon the Board's return to regular session at 2:15 p.m., Mr. Tutelman made a motion to set a formal hearing on the matter for a formal interview for violations of A.R.S. §32-3401 (10) (h)(l)(o)(p)(q)(u) and (x) and R4-43-101 (5)(c)(e)(f)(h) and (m) Donald Hosenfeld seconded the motion. The Board approved the motion 4-0.

Open Complaints/Investigations

Jane Rivera (Smith), 13-OTA-4929. Staff informed the Board that documentation subpoenaed earlier was coming in and that the informal interview was set for the December 13, 2013 Board meeting.

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

1. Joel Tagle, 13-OTA-5436. Staff informed the Board that the Board's complaint against Mr. Tagle was sent to him via email. Mr. Tagle responded regarding a change of address but not to the complaint. The formal hearing for Mr. Tagle for non-compliance will take place at the December 13, 2013 Board meeting.
2. Sarah Musgrave, 13-OTA-4722. Staff informed the Board that the Board's complaint against Ms. Musgrave was sent to her via regular and certified mail and that the complaint was returned by The U.S. Postal Service as undeliverable. The formal hearing for Ms. Musgrave for non-compliance will take place at the December 13, 2013 Board meeting.

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

a. Initial Application

Anastacio Castro	Renee Domzalski	Patricia Harkensee	Lori Johnson
Dawn Moyer	Mikaela Richard	Krishunda Sargent	Sarah Taylor
Michelle Uhl	Sharon Warner	Shayla Warnken	

Donald Hosenfeld moved to approve the 11 initial applications listed. Beth Williamson seconded the motion. The motion passed 4-0.

b. Renewal of Licenses

Michael Andrews	Cynthia Anthony	Pamela Barker	Kelly Barnhart
David Baxter	Stephanie Beem	Amy Betts	Tim Bielefeld
Barbara Bollinger	Diane Bowlus	Lynn Brown	Paul Cagle
Angel Chayrez	Janet Chmela	Mimi Christensen	Lynn Connor
Paula Cook	Merrisue Corris	Colleen Crook	DuWayne Crook
John Davis	Janice Dedrich	Cody Deguzman	Lorissa Depalma
Charles Esquivel	Martin Glowski	Stephanie Hilger	Brenda Hubbell
Amanda Johnson	Valerie Johnson	Christine Jones	Jodi Koppein
Barbara Kyte	Deborah Lakin	Claudia Martinez	Pamela McNamara
Julianne Nienas	David Ohanian	Victor Ornelas	Sylvia Prettyjohns
Carlos Ramirez	Cheryl Ray	Lisa Rigazio	Mylene Ruth Rulite
Charlotte Satterwaite	Janet Seidl	Judith Sorenson	Kevin Sumida
Kristina Thomas Beaver	Valerie Van Vianen	Jenna Verelius	Joan Walch
Linda Westlin	Lisa Wild	Janis Wright	Sharon Yuda
Anne Zimmerman			

John Tutelman moved to approve the 57 renewal applications listed. Donald Hosenfeld seconded the motion. The motion passed 4-0.

John Tutelman then made a motion to offer a consent agreement for probation, for practicing without a license, to Jodi Koppein, OT License # 4916. Beth Williamson seconded the motion. The motion passed 4-0

c. Limited Permits

Ami Peters

Donald Hosenfeld moved to approve the 1 limited permit listed. Karen Belyan seconded the motion. The motion passed 4-0.

Review, Discussion, and Possible Action on Administrative Matters

- Revenue and Expenditure Report. Executive Director, Randy Frost, updated the Board with the revenue and expenditure report. Mr. Frost informed the Board that he did not have printed report at this time but would provide one for the December meeting.
- Administrative Project Status Report. The Board reviewed and discussed the Administrative Project Status Report. The following items were discussed:
 - Policies and procedures
 - Updating the Board licensing program to automate manual functions
 - Legislative updates
 - Five Year Review

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

- a. Board review documentation. The Board discussed various types of documentation and determined that all letters received from licensees should be on official letterhead.
- b. Status of Rules Committee. Donald Hosenfeld and Beth Williamson updated the Board on their progress thus far. Ms. Williamson informed the Board that she had attended an ArizOTA meeting and was asked by the ArizOTA Board members about the rule revision process and voiced their concerns that they would not be involved. Ms. Williamson stated that she assured them that they would be involved in the process.

Agenda items for next meeting – if any

There were no new items agenda items for the next meeting.

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 2:49 p.m.

Respectfully submitted,

J. Randy Frost
Executive Director