



**ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS**

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**Regular Session Minutes**

**September 12, 2014**

- Board Members Present:** John Tutelman, Chair, Public Member  
Quenton McCallister, OTA Member  
Dana Hutchings, OT Member  
Karen Belyan, Public Member
- Board Members Absent:** Dr. Donald Hosenfeld Vice Chair, 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 1:34 p.m. John Tutelman, presiding.

**Roll Call**

Four Board members were present for the meeting.

**Approval of Minutes**

**Regular Session Meeting Minutes of August 8, 2014**

John Tutelman moved to approve the August 8, 2014 meeting minutes as presented. Quenton McCallister seconded the motion. The motion passed 4-0.

**Executive Session Meeting Minutes of August 8, 2014**

Quenton McCallister moved to approve the August 8, 2014 executive session meeting minutes as presented. John Tutelman seconded the motion. The motion passed 4-0.

**Declaration of Conflict of Interest**

There were no declarations of conflict.

## **Review Meeting Schedule**

The Board reviewed the meetings schedule for:

- October 17, 2014
- November 14, 2014
- December 12, 2014

There were no changes made to the meeting schedule.

## **Initial Review of New Complaints**

1. Linda Korengold # 14-OT-2740, The Board reviewed the complaint filed against Ms. Korengold. The complainant stated in the complaint that numerous complaints had been made against Ms. Korengold in the past. Karen Belyan asked staff if there were additional complaints or the testimony of any witnesses. Board staff replied that nothing else was received. Ms. Belyan stated that without any additional documentation the complaint was a case of “he said, she said” and there wasn’t enough detail to make a decision on. After some discussion, John Tutelman moved to dismiss the complaint. Karen Belyan seconded the complaint. The motion passed 4-0.
2. Michelle Bowman # 14-OT-5246, The Board reviewed the complaint filed against Ms. Bowman. Board staff informed the Board that a response to the complaint was requested of Ms. Bowman however she didn’t respond. Ms. Bowman was present at the meeting and addressed the Board. Ms. Bowman explained to the Board she failed to disclose a domestic violence arrest which resulted in the suspension of her fingerprint card. Ms. Bowman also addressed the un-timeliness of the submission of reports that was listed in the complaint. She explained that she has been having a difficult pregnancy and that as a result, she has been in and out of the hospital. After some discussion, Quenton McCallister moved to go into executive session for legal advice at 1:58 a.m. Upon return to regular session at 2:12 p.m. John Tutelman moved to offer a non-disciplinary consent agreement for 6 hours of continuing education in ethics for not making appropriate disclosure of criminal justice matters. Dana Hutchings seconded the motion. The motion passed 4-0

## **Open Complaints/Investigations**

1. Amy Ryan 14-OT-0933, Mr. Frost notified the Board that Ms. Ryan requested a settlement conference and that she and her Attorney were present to negotiate a settlement. Assistant Attorney General, Michael Rain explained that a licensee can request a settlement conference in lieu of a hearing. Mr. Raine informed the Board that he, Executive Director Randy Frost, Ms. Ryan and her attorney met several days before to discuss the possibility of a consent agreement. Mr. Raine presented a draft agreement to the Board for its consideration. The Board reviewed the consent agreement and discussed it with Mr. Raine and council for Ms. Ryan.

After much discussion, Karen Belyan moved to accept the consent agreement being offered. Quenton McCallister seconded the motion. The motion passed 4-0.

**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 completed all of the requirements of the Boards discipline. Mr. Tagle will be on probation until 2/5/15.
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. Staff will follow up on compliance.
3. Michelle Siegel, 14-OT-5789. Staff informed the Board that there was nothing new to report. Staff will follow up on compliance.
4. Spencer Thorstad, 14-OTA-5850. Staff informed the Board that there was nothing new to report. Staff will follow up on compliance.
5. Michael Welker, 13-OTA-4873. Staff informed the Board that there was nothing new to report. Staff will follow up on compliance.

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

**Initial Applications**

Carla Aurandt	Alexa Benson	Jaclyn Collins	Elizabeth Denzik
Steven Elzinga	Katherine Fink	Ruth Gorton	Erin Gysbers
Elizabeth Hancock	Jason Harrington	Maris Kalmbach	Renee Kleppe-Bach
Karra Krug	Clare Marino	Wade McDowell	Heather Norman
Kaitlin Reardon	Lisa Riddle	Maria Saxton	Peter Stapley
Jairus Sturgeon	Katelyn Woody		

John Tutelman moved to approve the 22 initial licenses. Karen Belyan seconded the motion. The motion passed 4-0.

**Renewal of Licenses**

Danielle Agins	Jessica Allan	Emily Areinoff	Francisco Baltodano
Karli Banks	Stephanie Beem	Matthew Borton	Gloria Brandt
Melissa Brissette	Shannon Brown	Rachelle Burgener	Monica Burton
Rebecca Butler	Mandy Carlsen	Corrie Cordrey	Raina Dass
Teresa Dayton	Debra Dedecker	Mary Erickson	Angela Escalante
Noelle Everhart	Theresa Fakler	Jennifer Fawcett	Liezel Fernandez
Denise Fetzner	Beverly Fischer	Robin Foster	Emily Frawley
Natalie Garland	Gavin Gigstad	Patricia Heese	Cynthia Huggins
Alexa Iwaniuk	Debra Jacobs	Inder Johnson	Janice Johnson
Kenneth Jones	Susan Kelly	Kathryn Kiernan	Cheryl Kingsbury
Kathryn Kolysko	Deborah Lessard	Christy Lopez	Sonya Lynn
Margaret Murphy	Paula Nelson	Christine Oagley	Starlyn O'Neill
Debbie Paynter	Sandra Phillips	Margaret Pierson	Jennifer Rayl

Diana Roberts	Kathryn Schmadeke	Caryn Sears	Julie Snyder
Beth Sternberg	Deborah Todd	Thamara Urrea	Tina Vacca
Monica Walters	Peggy Wesley	Colleen West	Kay West
Angela Wolff	Jason Wooden	Robyn Wooldridge	Edelmira Ysasi

Before approving the renewal applications John Tutelman moved to go into executive session for legal advice at 2:28 p.m. Quenton McCallister seconded the motion. The Board returned to regular session at 2:59 p.m. Michael Raine, Assistant AG reminded the Board that the executive session was for legal advice only and that anything discussed was confidential.

John Tutelman made a motion to approve the remaining 67 of the 68 renewal applications with the exception of Noelle Everhart. Quenton McCallister seconded the motion. The motion passed 4-0.

John Tutelman moved to approve the application of Noelle Everhart and offer her a consent agreement for practicing without a license. Karen Belyan seconded the motion. The motion passed 4-0.

**c. Limited Licenses**

Carol Casto	Cassandra McCloud	Madison Millard
Vanessa Schumperli	Tracy Timmer	Jeffrey Turner

John Tutelman moved to approve the 6 limited permits. Quenton McCallister seconded the motion. The motion passed 4-0.

**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- John Tutelman moved to direct staff to implement policies and procedures to address the recommendations made in a recent audit. Karen Belyan seconded the motion. The motion passed 4-0.
  - Updating the Boards licensing program
  - Legislative Updates
  - Rule Revisions
  - Required Board Member Training

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

- a. Correspondence received from Nicole Harley, OT. The Board discussed Ms Hartley’s letter of disclosure and determined that no action was required.
- b. Correspondence received from Lisa Larez, OT. The Board discussed a letter received from Ms Larez regarding a special education director teaching OT techniques. The Assistant Attorney General, Michael Raine informed the Board that he looked into the matter and that he felt that what the special education was doing was within her scope of practice. No action was taken.

- c. AOTA request for input on Code of Ethics. Executive Director Randy Frost handed the Board a request from AOTA to review and comment on their proposed code of ethics.
- d. Outcome of the meeting between the OT and AT Chairmen. Board Chair, John Tutelman updated the Board on a meeting he had with the AT Board. The outcome of the meeting was an agreement between both Chairs to communicate with one another on issues that affect staff.
- e. General Accounting Office, internal controls audit report. Mr. Frost went over a recent internal controls audit that the state's General Accounting Office performed on the Board.
- f. Fingerprint/Background check training. The Board expressed a desire to complete training to be able to view the background reports.
- g. 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 Board's next meeting.

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

**Call to the Public**

There weren't any members of the public in attendance that wished to address the Board.

**Adjournment**

There being no further business before the Board, the meeting adjourned at 4:30 p.m.

Respectfully submitted,

J. Randy Frost  
Executive Director