



ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS

1740 West Adams Street, Suite 3407

Phoenix, Arizona 85007

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Regular Session Meeting Minutes January 12, 2024

Board Members Present: Christopher Daly, Chair, Professional Member
Charlene Marbs, Vice-Chair, Public Member
Shawn Williams, Professional Member
Shelley Donald, Professional Member

Board Members Absent: None

Staff Present: Shaina Ganatra, Executive Director
Vicki Egurrola, Administrative Assistant

Legal Staff Present: Roberto Pulver, Assistant Attorney General

Location: 1740 W. Adams Street, 2nd Floor, Meeting Room 2200
Phoenix, AZ 85007
Meeting was also held via Google Meet
Meeting link: <https://meet.google.com/paf-gyof-rji>

1) CALL TO ORDER

Mr. Daly called the meeting to order at 1:33 p.m.

2) ROLL CALL

The following members were present: Christopher Daly, Charlene Marbs, Shawn Williams, and Shelley Donald.

3) DECLARATION OF CONFLICTS OF INTEREST

None

4) DISCUSS, AMEND AND APPROVAL OF MINUTES

None

5) REVIEW, DISCUSSION, AND POSSIBLE ACTION ON FUTURE BOARD MEETING

SCHEDULE

- a) February 9, 2024
No Board member conflicts
- b) March 8, 2024
No Board member conflicts
- c) April 12, 2024

No Board member conflicts

6) REVIEW, CONSIDERATION, AND POSSIBLE ACTION – COMPLAINTS, INVESTIGATIONS AND COMPLIANCE

The Board may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(2) (to discuss confidential information) or A.R.S. § 38-431.03(A)(3) (to receive legal advice).

- a) Initial Review of Complaint
 - i) None
- b) Review, Discussion, and Possible Action of Whether or Not to Open a Complaint
 - i) None

7) REVIEW, CONSIDERATION, AND POSSIBLE ACTION ON APPLICATIONS FOR LICENSURE

The Board may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(2) (to discuss confidential information) or A.R.S. § 38-431.03(A)(3) (to receive legal advice).

- a) Initial Applications – Board Review
 - i) Shelly Flowers – Disclosure
 Mr. Daly provided a summary of the disclosure. Ms. Marbs made a motion to continue the agenda item of Ms. Flowers’ initial application to next month’s Board meeting to allow Ms. Flowers time to obtain documentation pertaining to her disclosure. Ms. Donald seconded the motion. The motion passed 4-0 by roll call vote.
- b) Renewal/Reinstatement Applications – Board Review
 - i) None

8) CONSENT AGENDA: REVIEW, CONSIDERATION, AND POSSIBLE ACTION ON APPLICATIONS FOR LICENSURE APPROVED BY EXECUTIVE DIRECTOR

- a) (27) Initial, Renewal, Reinstatement Applications
 Mr. Daly made a motion for the Board to ratify the 27 initial, renewal, and reinstatement applications. Ms. Marbs seconded the motion. The motion passed 4-0 by roll call vote.

License Number	Applicant Last Name	Applicant First Name	Effective Date	Expiration Date	Application Type
OTA-050000	Moro	Dayna	1/5/2024	1/4/2026	Initial Application
OTH-009503	Stoddard	Faith	1/9/2024	1/8/2026	Initial Application
OTH-008726	Bedard	Brienna	1/27/2024	1/26/2026	Renewal Application
OTH-008726	Brown	Scott	12/22/2023	12/21/2025	Renewal Application
OTA-007151	Calo	Jared	12/2/2023	12/1/2025	Renewal Application
OTA-007308	Carlson	Kylie	1/11/2024	1/10/2026	Renewal Application
OTA-007325	Cresap	Christy	1/16/2024	1/15/2026	Renewal Application
OTH-006434	Culver	Briana	1/11/2024	1/10/2026	Renewal Application
OTH-001518	Devan	Irene	1/15/2024	1/14/2026	Renewal Application

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OTA-006460	Draper	Brett	2/12/2024	2/11/2026	Renewal Application
OTH-006404	Duvernay	Christie	12/14/2023	12/13/2025	Renewal Application
OTH-008712	Ferrer	Kristel	1/14/2024	1/13/2026	Renewal Application
OTA-006407	Garrett	Nathan	12/14/2023	12/13/2025	Renewal Application
OTH-008679	Grossman	Dominique	12/2/2023	12/1/2025	Renewal Application
OTH-007283	Hool	Hannah	12/11/2023	12/10/2025	Renewal Application
OTH-006470	Kettner	Mallory	2/12/2024	2/11/2026	Renewal Application
OTA-007324	Kober	Deborah	1/16/2024	1/15/2026	Renewal Application
OTH-004098	Kuo	Kun-Yen	2/19/2024	2/18/2026	Renewal Application
OTH-001206	Leong	Christina	1/23/2024	1/22/2026	Renewal Application
OTA-006415	Pacheco	Guadalupe	12/14/2023	12/13/2025	Renewal Application
OTH-005024	Parker	Pamela	1/23/2024	1/22/2026	Renewal Application
OTH-004507	Paskell	Taylor	2/3/2024	2/2/2026	Renewal Application
OTH-001822	Petkovic	Michael	1/20/2024	1/19/2026	Renewal Application
OTH-006446	Porter	Ron	1/11/2024	1/10/2026	Renewal Application
OTA-003183	Vargas	Jill	1/12/2024	1/11/2026	Renewal Application
OTH-002859	Walczak	Jessica	1/14/2024	1/13/2026	Renewal Application
OTA-005033	Wiesenhofer	Tami	1/23/2024	1/22/2026	Renewal Application

9) REVIEW, CONSIDERATION, AND POSSIBLE ACTION – BOARD BUSINESS AND REPORTS

The Board may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(3) to obtain legal advice.

a) Board Member Elections

(1) Chair

Mr. Daly explained to the Board the process of Board Elections via open discussion. Mr. Daly expressed interest in continuing to serve as Board chair. Ms. Donald moved the Board to vote on Mr. Daly remaining chair. Mr. Williams seconded the motion. The motion passed 4-0 by roll call vote.

(2) Vice-Chair

Ms. Marbs expressed interest in continuing to serve as Board vice-chair. Mr. Williams moved the Board to vote on Ms. Marbs remaining vice-chair. Ms. Donald seconded the motion. The motion passed 4-0 by roll call vote.

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- b) Rules Committee Update
Ms. Ganatra informed the Board members of the plan to schedule a Rules Committee meeting.
- c) Paper Application Discussion
Ms. Ganatra summarized the paper application process and suggested removing the paper application option for the next renewal period in the year 2025. Mr. Daly moved the Board to cease accepting paper applications following the 2024 licensure renewal period. Mr. Williams seconded the motion. The motion passed 4-0 by roll call vote.
- d) License and Renewal Fee Review
Ms. Ganatra requested to table the agenda item until a future Board meeting.
- e) Update on Matters Related to Fingerprinting as it Relates to A.R.S. § 32-3430
Ms. Ganatra provided the Board members with recent fingerprinting updates.
- f) Chairperson's Report – Verbal Report and Discussion – No Action Required
 - (1) Updates on OT Licensure Compact
Mr. Daly informed the Board of recent OT Licensure Compact updates.
- g) Executive Director's Report – Verbal Report and Discussion – No Action Required
 - (1) Financial Review
Ms. Ganatra updated the Board on current and upcoming Board finances.
 - (2) Review of Recent Board Staff Activities
Ms. Ganatra summarized recent Board staff activities.
 - (3) Statistics
 - i. 4,685 current active licensees

10) AGENDA ITEMS FOR NEXT MEETING

- a) Initial Application Review of Shelly Flowers – Disclosure
- b) License and Renewal Fee Review

11) CALL TO THE PUBLIC

- a) Two members of the public chose to speak.

12) ADJOURNMENT

There being no further business, the Board adjourned at 2:32 p.m.