



Confidential Intermediary Board

Arizona State Courts Building
1501 West Washington Street, Phoenix, Arizona 85007
Hearing Room 109

January 19, 2023
2:00 p.m.

Draft Regular Meeting Minutes

MEMBER ATTENDANCE:

Present:

Telephonically Present:

Absent:

Margaret Dewey, Chair
Dana Young
Hon. Maurice Portley
Margaret Stephens-Reed
Hon. Peter Hochuli

Nance Daley

OTHER ATTENDEES:

AOC Staff:

Aaron Nash
Kristina Tuba
Téa Bravo
Wil Castro
Margaret Lindsey
Shanneyvie Halk
Jared Trebesch
Arnita Oliver

Guests:

Diane Stubbs
Anne Jensen
Tom McVay

CALL TO ORDER

Called to Order By: Margaret Dewey, Chair

Time: 2:02 p.m.

1) NEW MEMBER WELCOME AND THANK YOU'S:

Individual Addressing the Board: Margaret Dewey, Chair

1-A: Introduction of the following new members:

1. Margaret Stephens-Reed was appointed on January 1, 2023, as a public member of the Board.
2. Honorable Maurice Portley was appointed on January 1, 2023, as an attorney member of the Board.
3. Honorable Peter Hochuli was appointed on January 1, 2023, as a Superior Court judicial officer member of the Board

1-B: Thank you to the following outgoing members:

1. Thomas Davis was a public member of the Board from December 8, 2021, through November 30, 2022.
 2. Alice deLeon Ernst was a certified confidential intermediary member of the Board from January 1, 2008, through November 30, 2022.
 3. Rebecca Padilla was a clerk of the Superior Court member of the Board from May 1, 2022, through December 31, 2022.
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2) REVIEW AND APPROVAL OF MINUTES

2-A: Review, discussion, and possible action regarding the regular session minutes of the meeting held on May 12, 2022.

Individual Addressing the Board: Margaret Dewey, Chair

Discussion: None

Motion: Accept the regular session minutes of the meeting held on May 12, 2022.

Motion Proposals: First Dana Young
Second Hon. Maurice Portley

Motion Results: Pass

3) PENDING COMPLAINTS

3-A: Update regarding pending complaints.

Individual Addressing the Board: Margaret Lindsey

Discussion: There are currently no open complaints.

4) RENEWAL CERTIFICATION AND APPLICATIONS

4-A: Review, discussion, and possible action regarding the following applications for renewal of individual certification:

1. Jacque Bell
2. Lexann Downey-Lewis
3. Vickie Edwardson
4. Melissa Hartley
5. Sarah Jennings
6. Anne Jensen
7. Hillary Kaminsky
8. Terry Koltavy
9. Victoria Mikoch
10. Judy Schubert
11. Patricia Shaughnessy
12. Diane Stubbs
13. Margaret Dewey
14. Alice Ernst
15. Dana Young

Individual Addressing the Board: Tea Bravo

Discussion: It is recommended renewal of standard certification be granted to certificate holders 1-9, 11, and 12.

Motion: Accept staff's recommendation.

Motion Proposals:

First	Hon. Peter Hochuli
Second	Dana Young
Recusals	None

Motion Results: Pass

10. Judy Schubert

Discussion: It is recommended renewal of standard certification be granted to Judy Schubert.

Motion: Accept staff's recommendation.

Motion Proposals: First Hon. Peter Hochuli
Second Dana Young
Recusals Margaret Stephens-Reed

Motion Results: Pass

13. Margaret Dewey

Discussion: It is recommended renewal of standard certification be granted for the 2020-2022 and 2022-2024 renewal periods to Margaret Dewey.

Motion: Accept staff's recommendation.

Motion Proposals: First Hon. Peter Hochuli
Second Dana Young
Recusal Margaret Dewey

Motion Results: Pass

14. Alice Ernst

Discussion: The Division recommends renewal of standard certification be granted for the 2020-2022 and 2022-2024 renewal periods to Alice Ernst contingent on her continuing education credits being audited.

Motion: Accept staff's recommendation.

Motion Proposals: First Hon. Peter Hochuli
Second Hon. Maurice Portley

Motion Results: Pass

15. Dana Young

Discussion: The Division recommends renewal of standard certification be granted for the 2020-2022 and 2022-2024 renewal periods for Dana Young contingent on her continuing education credits being audited.

Motion: Accept staff's recommendation.

Motion Proposals: First Hon. Maurice Portley
Second Hon. Peter Hochuli

Motion Results: Pass

5) ADMINISTRATIVE MATTERS

5-A: *Review, discussion, and possible action regarding the 2022 Confidential Intermediary training.*

Individual Addressing the Board: Aaron Nash

Discussion: Confidential Intermediary training was conducted by Diane Stubbs November 14-16, 2022. Currently per code it requires a 12-hour training session followed by an examination to obtain initial certification. Five individuals attended and passed the exam who are eligible to apply for certification. Modifications are underway for future training. Members of the Board discussed letter submitted by Tom McVay regarding the training.

5-B: *Review, discussion, and possible action regarding the establishment of the 2023 Board meeting schedule.*

Individual Addressing the Board: Tea Bravo

Discussion: It is recommended to allow the Division to choose two proposed dates in 2023 and coordinate with the Board.

Motion: Accept staff's recommendation.

Motion Proposals: First Hon. Maurice Portley
Second Hon. Peter Hochuli

Motion Results: Pass

CALL TO THE PUBLIC

Individuals Addressing the Board:

- Tom McVay
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ADJOURNMENT

Motion: Move to adjourn.

Motion Proposals: First Margaret Dewey-Chair
Second

Motion Results: Pass

Time: 2:50 p.m.

Initials: AO