

# CONFIDENTIAL INTERMEDIARY BOARD MEETING MINUTES

Date: November 18, 2025

Time: 10:00 A.M.

Location: Arizona State Courts Building  
1501 West Washington Street Room 106/Zoom  
Phoenix, Arizona 85007



**Zoom Meeting Video Recording:** [November 18, 2025 CI Meeting](#)

*For any item listed on the agenda, the Board may vote to go into Executive Session for advice of counsel (under ACJA Sec. 1-202(C)(5)(c)) or for discussion or consideration of records or matters made confidential or privileged by statute, court rule, or the Arizona Code of Judicial Administration (under ACJA Sec. 1-202(C)(5)(b)).*

<b>Member Attendance</b>	<b>In Person</b>	<b>Zoom</b>	<b>Absent</b>
Margaret E. Dewey, Chair		X	
Margaret Stephens-Reed		X	
Dana Young		X (Joined briefly at 10:10 A.M. and 10:21 A.M. but only voted on 4-a)	
Honorable Maurice Portley (Ret.)			X
Vernon Harris		X	
<b>Staff</b>	<b>Guests</b>		
Kristina Tuba			
Marina Hodzic			

**Vote Count Key: Yay-Nay-Abstain-Recused-Absent**

**Call To Order** ..... Margaret E. Dewey, Chair  
Time: 10:04 A.M.

**1) Review and Approval of Meeting Minutes** ..... Margaret E. Dewey, Chair

**1-A:** Review, discussion, and possible action regarding the regular session minutes of the meeting held on April 15, 2025.

**Motion to approve April 15, 2025, minutes.**

**First:** Margaret Stephens-Reed

**Second:** Vernon Harris

**Pass/Fail:** Pass

**Vote Count:** 3-0-0-0-2

**2) Pending Complaints ..... Division Staff**

**2-A:** Update regarding pending complaints.  
Informational update.

**3) Licensure and Eligibility ..... Division Staff**

**3-A:** Review, discussion and possible action regarding initial application for Confidential Intermediary certification:

- 1. Craig Lowe

**Motion to accept Division Staff’s recommendation for initial certification approval with standard non-disclosure language.**

**First:** Margaret Stephens-Reed

**Second:** Margaret Dewey

**Pass/Fail:** Pass

**Vote Count:** 3-0-0-0-2

**3-B:** Review, discussion and possible action regarding renewal applications for Confidential Intermediary certification for the 2022-2024 and 2024-2026 renewal certification periods:

- 1. Sheila Perry Johnson

**Motion to accept Division Staff’s recommendation for renewal certification approval for the 2022-2024 and 2024-2026 certification periods with standard non-disclosure language.**

**First:** Vernon Harris

**Second:** Margaret Stephens-Reed

**Pass/Fail:** Pass

**Vote Count:** 3-0-0-0-2

Note: Dana Young was experiencing technical issues and did not participate in the vote.

**4) Administrative Items ..... Division Staff**

**4-A:** Review, discussion, and possible action regarding Confidential Intermediary Board 2026 meeting dates.

**Motion to approve the Confidential Intermediary Board 2026 meeting dates for April 14<sup>th</sup>, 2026, and November 17<sup>th</sup>, 2026.**

**First:** Margaret Dewey

**Second:** Margaret Stephens-Reed

**Pass/Fail:** Pass

**Vote Count:** 4-0-0-0-1

**4-B:** Division Updates.  
Informational update.

**Call to the Public** ..... **Margaret E. Dewey, Chair**  
No comments were made.

**ADJOURN** ..... **Margaret E. Dewey, Chair**  
The meeting adjourned at 10:23 A.M.

**Next Confidential Intermediary Meeting:** April 14, 2026