



# CONFIDENTIAL INTERMEDIARY BOARD

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

**March 30, 2017**  
**9:00 a.m.**

## **Draft Regular Meeting Minutes**

### **MEMBER ATTENDANCE:**

#### **Present:**

Laurie J. Laughlin,

#### **Telephonically Present:**

Alice Deleon Ernst

Dana Young

Diane Culin

Hannah Eiselin

Nance Daley

#### **Absent:**

James W. Foltz

### **OTHER ATTENDEES:**

#### **AOC Staff:**

Mark Wilson

Michelle Martinez

Debbie MacDougall

Kate Novak

Hal White

Wil Castro

Arnita Oliver

#### **Guests:**

Anne Jensen

Diane Stubbs

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**CALL TO ORDER**

*Called to Order By:* Laurie Laughlin

*Time:* 9:09 a.m.

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**1) REVIEW AND APPROVAL OF MINUTES:**

**1-A:** *Review, discussion, and possible action regarding approval of the regular session minutes of the meeting of June 2, 2016.*

*Individual Addressing the Board:* Laurie J. Laughlin-Chair

*Discussion:* None

*Motion:* Consideration of and motion to approve the regular session minutes of the meeting of June 2, 2016

*Motion Proposals:* First Diane Culin  
Second Alice deLeon Ernst

*Motion Results:* Pass

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**2) INITIAL CERTIFICATION AND ELIGIBILITY:**

**2-A:** *Review, discussion, and possible action regarding the following pending applications for initial confidential intermediary certification:*

1. *Redonna Guthrie*
2. *Maria Lopez-Velazquez*
3. *Matthew Santosusso*
4. *Billie Christiansen*
5. *Kevin McBrien*
6. *Sheila Perry*

*Individual Addressing the Board:* Hal White

*Discussion:* It is recommended that initial certification be granted to the following applicants:

1. Redonna Guthrie

2. Marie Lopez-Velazquez

**Motion:** Consideration and motion to accept staff's recommendation

**Motion Proposals:** First Diane Culin  
Second Alice deLeon Ernst

**Motion Results:** Pass

**Individual Addressing the Board:** Hal White

**Discussion:** It is recommended that initial certification be granted to the following applicant:

3. Matthew Santosusso

**Motion:** Consideration of and motion to accept staff's recommendation

**Motion Proposals:** First Dana Young  
Second Diane Culin

**Motion Results:** Pass

**Individual Addressing the Board:** Wil Castro

**Discussion:** It is recommended that initial certification be granted to the following applicant:

4. Billie Christiansen

**Motion:** Consideration of and motion to accept staff's recommendation.

**Motion Proposals:** First Dana Young  
Second Nance Daley

**Motion Results:** Pass

**Individual Addressing the Board:** Wil Castro

**Discussion:** It is recommended that initial certification be granted to the following applicant:

5. Kevin McBrien

**Motion:** Consideration of and motion to accept staff's recommendation

**Motion Proposals:** First Alice deLeon Ernst  
Second Dana Young

**Motion Results:** Pass

**Individual Addressing the Board:** Wil Castro

**Discussion:** It is recommendation that initial certification be granted to the following applicant:

6. Sheila Perry

**Motion:** Consideration and motion to accept staff's recommendation.

**Motion Proposals:** First Diana Culin  
Second Laurie Laughlin

**Motion Results:** Pass

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**3) RENEWAL OF CERTIFICATION:**

**3-A:** *Review, discussion, and possible action regarding the following pending applications for renewal of confidential intermediary certification:*

1. *Debra Allen*
2. *Jacque Bell*
3. *Jeannette Casselman*
4. *Nance Daley*
5. *Margaret Dewey*
6. *Vickie Edwardson*
7. *Alice Ernst - Recused*
8. *Mary Haldeman*
9. *Martha Hartley*
10. *Anne Herman Jensen*
11. *Sarah Jennings*
12. *Laura Kaiblinger*
13. *Hillary Kaminsky*
14. *Elizabeth McCarty*
15. *Jean McFarlane*
16. *Victoria Mikoch*
17. *Joan Moreaux*
18. *John Pizzi Jr.*
19. *Darlene Reimer*
20. *Judith Schubert*
21. *Patricia Shaughnessy*
22. *Diane Stubbs*
23. *Deborah Sullivan*

24. *Susan Thomas*
25. *Michele Yontef*
26. *Dana Young*

**Individual Addressing the Board:** Wil Castro

**Discussion:** It is recommended renewal certification be granted to the following applicants:

1. *Debra Allen*
2. *Jacque Bell*
3. *Jeannette Casselman*
5. *Margaret Dewey*
6. *Vickie Edwardson*
8. *Mary Haldeman*
9. *Martha Hartley*
10. *Anne Herman Jensen*
11. *Sarah Jennings*
12. *Laura Kaiblinger*
13. *Hillary Kaminsky*
14. *Elizabeth McCarty*
15. *Jean McFarlane*
16. *Victoria Mikoch*
17. *Joan Moreaux*
18. *John Pizzi Jr.*
19. *Darlene Reimer*
20. *Judith Schubert*
21. *Patricia Shaughnessy*
22. *Diane Stubbs*
23. *Deborah Sullivan*
24. *Susan Thomas*
25. *Michele Yontef*

**Motion:** Consideration and motion to accept staff's recommended.

**Motion Proposals:** First Diane Culin  
Second Laurie Laughlin

**Motion Results:** Pass

**Discussion:** The following applicants will be deferred until next meeting due to quorum issue.

4. *Nance Daley*
7. *Alice Ernst*

26. *Dana Young*

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4) **ADMINISTRATIVE ISSUES:**

**4-A:** *Review, discussion and possible action regarding the establishment of the 2017 Board meeting schedule.*

**Individual Addressing the Board:** Debbie MacDougall

**Discussion:** Therefore, it is recommended the 2017 meeting calendar be set as follows:

- August 3, 2017
- November 2, 2017

**Motion:** Consideration and motion to accept the 2017 Board meeting schedule

**Motion Proposals:** First Nance Daley  
Second Diane Culin

**Motion Results:** Pass

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**CALL TO THE PUBLIC**

**Individuals Addressing the Board:** Anne Jensen

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**ADJOURNMENT**

**Motion:** Move to adjourn.

**Motion Proposals:** First Diane Culin  
Second Laurie Laughlin

**Motion Results:** Pass

**Time:** 9:32 a.m.

Initials: AO