



CONFIDENTIAL INTERMEDIARY BOARD

Arizona State Courts Building
1501 West Washington Street, Phoenix, Arizona 85007
Hearing Room 109
10:00 A.M.
May 17, 2012
Approved Regular Meeting Minutes

MEMBER ATTENDANCE:

Present:

Raymond Baxter
Laurie Laughlin

Telephonically Present:

Teri Thomson-Taylor
Steve Kopp
Dana Young
Karen Daly
Toni Hellon
Gail Atchison

Absent:

Alice de Leon Ernst
James Foltz
Shelia Tickle

OTHER ATTENDEES:

AOC Staff:

Linda Grau
Debbie MacDougall
Anne Hunter
Annette Fields
Rick Sczerbicki
Arnita Oliver

Guests:

Diane Stubbs
Anne Jensen

CALL TO ORDER

Called to Order By:

Teri Thomson-Taylor

Time:

10:00 A.M.

1) REVIEW AND APPROVAL OF MINUTES

1-A: Review and approval of regular minutes for the meeting of February 16, 2012.

Individuals Addressing the Board: Teri Thomson-Taylor

Discussion: No discussion.

Motion: Move to approve regular session minutes for the meeting of February 16, 2012.

Motion Proposals: First Gail Atchison
Second Stephen Kopp

Motion Results: Pass

2) ADMINISTRATIVE ISSUES

2-A: Update regarding the 2012 Legislative Session.

Individuals Addressing the Board: Linda Grau

Discussion: There were no bills introduced at this time.

2-B: Update regarding the archiving and accessibility of Confidential Intermediary Finalization Reports.

Individuals Addressing the Board: Debbie MacDougall

Discussion: Debbie MacDougall presented a Power-Point regarding the processing of finalization reports.

2-C: Update regarding certification training and initial certifications.

Individuals Addressing the Board: Anne Hunter

Discussion: It has been decided to offer initial training and certification. It will be scheduled in the Fall of this year. It will be coordinated and overseen by staff member, Annette Fields. It will include (12) twelve hours of required training with an exam to be given at the end of the training. An email will be sent to all interested parties informing them of this. Volunteers are also needed for a panel or a round table. The target date is in September.

2-D Review, discussion and possible action regarding the certification renewal application deadline pursuant to Arizona Code of Judicial Administration § 7-

201(G)(2).

Individuals Addressing the Board: Anne Hunter

Discussion The section reads in part that the certificate holder shall apply for renewal of certification on the form provided by division staff and the Board shall set a deadline renewal application date in advance of the expiration date to allow for a reasonable timeframe for processing renewal applications. The active certificate expires on midnight of October 31.

Staff recommends that the Board establish a 2012-2014 renewal application deadline for October 7, 2012.

Motion: Move to accept staff's recommendation to establish a 2012-2014 renewal application deadline for October 7, 2012.

Motion Proposals: First Stephen Kopp
Second Toni Hellon

Motion Results: Pass

CALL TO THE PUBLIC

Individuals Addressing the Board: None

ADJOURNMENT

Motion: Move to adjourn.

Motion Proposals: First Laurie Laughlin
Second Raymond Baxter

Motion Results: Pass

Time: 10:22 A.M.

AO