



ARIZONA BOARD OF ATHLETIC TRAINING
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REGULAR SESSION MEETING MINUTES
September 5, 2019

Board Members Present via Webex: Eric Freas, ATC – Chair
Chuck Baughman, ATC – Vice-Chair
Bart Peterson, ATC – Athletic Trainer Member
Jennifer Fadeley – Public Member
Cheryl Ingram – Public Member

Board Members Absent: None

Staff Present: Karen Whiteford – Executive Director
Amber Jones – Administrative Assistant

Legal Staff Present: Sabrina Khan – Assistant Attorney General

Location: 1740 West Adams Street, Conference Room 1024
Phoenix, Arizona 85007

- 1) **CALL TO ORDER** –Mr. Freas called the meeting to order at 9:30 a.m.
- 2) **ROLL CALL**
The following Board members were present: Eric Freas, Chuck Baughman, Bart Peterson, Jennifer Fadeley, and Cheryl Ingram
- 3) **DECLARATION OF CONFLICTS OF INTEREST**
No conflicts of interest were reported.
- 4) **DISCUSS, AMEND AND APPROVAL OF MINUTES**
 - a) Regular Session Meeting Minutes of August 31, 2019
Mr. Baughman moved the Board approve the meeting minutes of August 5, 2019, (with the correction to the agenda). Ms. Ingram seconded the motion. The motion passed 5-0 by roll call vote with all members voting aye.
- 5) **REVIEW FUTURE BOARD MEETING SCHEDULE**
 - a) October 7, 2019 – In-Person
Mr. Peterson and Ms. Fadeley stated they will not be available for the October 7 meeting.
 - b) November 4, 2019 – Webex
 - c) December 2, 2019 – Webex
- 6) **REVIEW, DISCUSSION, AND POSSIBLE ACTION - COMPLAINTS, HEARINGS, INVESTIGATIONS AND COMPLIANCE**
 - a) Initial Review, Discussion, and Possible Action On Complaint
None

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

Mr. Peterson moved the Board approve the consent agenda as presented. Mr. Baughman seconded the motion. The motion passed 5-0 by roll call vote with all members voting aye.

a) Initial Applications (15)

Applicant: Last Name	Applicant First Name
Adams	Frank
Bisso	Sierra
Christian	Azelia
Daffinrud	Daniel
Drapkin	Julie
Hardeman	Alana
Hopper	Isabel
Morgan Jr.	Michael
Newby	mindy
Parks	Carson
Rivas	Jose
Schaefer	Kristin
Simmons	Kristina
Sotelo	Jessie
Van de Wille	Elaine
Weber	Michelle

b) Renewal/Reinstatement Applications (71)

Applicant: Last Name	Applicant First Name	License Expiration Date	Application Type
Arthur	Paul	8/6/2019	Renewal
Boswell	Krystle	9/13/2019	Renewal
Caselden	Jessica	9/10/2019	Renewal
Clarizio III	Carl	9/13/2019	Renewal
Cooney	Ryan	9/9/2019	Renewal
Daniels	Todd	9/10/2019	Renewal
Downie	Benjamin	9/12/2019	Renewal
Dunning	Emily	9/8/2019	Renewal
Edinger	Perry	8/2/2019	Reinstatement
Fairbairn	Jessica	9/30/2019	Renewal
Fandrich	Todd	3/1/2018	Reinstatement
Galewski	Adrianna	9/11/2019	Renewal
Galovich	Heather	9/9/2019	Renewal
Girdner	Jillian	8/7/2019	Renewal
Gomez	Laura	9/1/2019	Renewal
Gray	Hannah	9/10/2019	Renewal

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Applicant: Last Name	Applicant First Name	License Expiration Date	Application Type
Hirano	Toshiro	10/4/2019	Renewal
Huff	Maranda	8/7/2019	Renewal
Johnson	Margaret	9/10/2019	Renewal
Johnston	Stanley	10/3/2019	Renewal
Kirkpatrick	Caitlyn	9/10/2019	Renewal
Krasner	Lauren	9/7/2019	Renewal
Kyger	Mark	10/3/2019	Renewal
Lionberger	Caleb	8/7/2019	Renewal
Matela	Kayson Mark	9/11/2019	Renewal
McLeod	Ian	9/8/2019	Renewal
Miller	Kristin	7/1/2019	Renewal
Murray	JoAnn	10/4/2019	Renewal
O'Desky	Jeffrey	8/1/2019	Renewal
Orr	Edward	8/1/2019	Reinstatement
Palmer	Michael	9/7/2019	Renewal
Parel	Roberick Marty	8/1/2019	Reinstatement
Pulver	Neil	9/13/2019	Renewal
Raab	Scot	9/1/2019	Renewal
Rackey	Don	9/1/2019	Renewal
Reed	Thomas	9/1/2019	Renewal
Reinker	Brian	9/1/2019	Renewal
Rich	Michael	9/1/2019	Renewal
Richardson	Keighley	9/10/2019	Renewal
Rivera	David	9/1/2019	Renewal
Rivero	Lawrence	9/1/2019	Renewal
Robinson	Sarah	9/9/2019	Renewal
Roche	Janele	9/1/2019	Renewal
Rue	Carlos	9/1/2019	Renewal
Ruiz-Gonzales	Lisa	9/1/2019	Renewal
Rummage	Jared	9/1/2019	Renewal
Satawa	Kolton	9/9/2019	Renewal
Scandura	Joanne	9/1/2019	Renewal
Schneider	Melissa	9/1/2019	Renewal
Schrock	Jeffrey	9/10/2019	Renewal
Shepherd	Lindsey	9/1/2019	Renewal
Shipp	Amy	9/1/2019	Reinstatement
Silvey	Joseph	9/1/2019	Renewal
Spence	Gregory	9/1/2019	Renewal
Stevens	Ann	9/1/2019	Renewal
Stewart	Nathan	9/1/2019	Renewal

Applicant: Last Name	Applicant First Name	License Expiration Date	Application Type
Stobierski	Lisa	9/10/2019	Renewal
Taegel	Selena	10/1/2019	Renewal
Thatcher	Anna	10/2/2019	Renewal
Trujillo	Isaac	10/2/2019	Renewal
Tsosie	Muriel	9/9/2019	Renewal
Upham	Steven	9/7/2019	Renewal
Wheeler III	Paul	11/1/2019	Renewal
Williams	Renee	11/1/2019	Renewal
Wilson	Sheena	9/11/2019	Renewal
Wright	Raquel	9/11/2019	Renewal
Yaw IV	William	9/13/2019	Renewal
Yazzie	Shelby	9/9/2019	Renewal
Yeoman	Samantha	9/8/2019	Renewal
Zdebiak	Shane	4/6/2019	Reinstatement

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

a) Initial Applications – Board Review

i) Allison Leonard – Disclosure

Ms. Leonard attended the meeting by phone. Mr. Baughman asked Ms. Leonard to confirm she completed all of the requirements of the court. Ms. Leonard confirmed that all requirements were complete as of May. Mr. Baughman moved the Board approve Ms. Leonard’s application. Mr. Peterson seconded the motion. The motion passed 5-0 by roll call vote.

b) Renewal Applications – Board Review

i) Frank Neville – Reinstatement

Mr. Neville attended the meeting in-person. Mr. Baughman moved the Board approve Mr. Neville’s reinstatement with the issuance of a confidential advisory letter. Ms. Ingram seconded the motion. The motion passed 5-0 by roll call vote. Ms. Whiteford asked for clarification on the reason for the confidential advisory letter. Mr. Baughman restated his motion, moving the Board approve the reinstatement of Frank Neville with the issuance of a confidential advisory letter for practicing with an expired license for two days. Mr. Peterson seconded the motion. The motion passed 5-0 by roll call vote.

c) Incomplete Applications:

i) Incomplete Initial Applications (2)

Ms. Jones stated that both incomplete initial applications were still incomplete.

Applicant: Last Name	Applicant First Name	Days in Current Status
Begay-Houston	Aubree	56
Johnson	Shanice	3

ii) Incomplete Renewal/Reinstatement Applications (3)

Ms. Whiteford stated that Ms. Lotshaw was confused about the fingerprint requirement and Board staff is working with her. However, Ms. Lotshaw will be required to reinstate.

Ms. Jones stated that Jasmin Tangari Larrategui's application was complete. Mr. Peterson moved the Board approve Ms. Tangari Larrategui's application. Mr. Baughman seconded the motion. The motion passed 5-0 by roll call vote.

License Number	Applicant: Last Name	Applicant First Name	License Expiration Date	Days in Current Status
ATR-001533	Lotshaw	Kellie	8/7/2019	35
ATR-009005	Mak	Jonathan	11/4/2019	3
ATR-008991	Tangari Larrategui	Jasmin	9/9/2019	1

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

Ms. Whiteford provided updates on the following items:

- a) Executive Director's Report – Verbal Report and Discussion – No Action Required
 - i) Financial Report – The FY19 ending cash flow report indicates the remaining appropriation for fiscal year 2019 was over \$8,000.
 - ii) Review of Recent Board Staff Activities – None.
 - iii) Statistics
 - (1) 839 current licensees
 - (2) Five active consent agreements – Next item due 9/13/19
 - (3) Four open investigations
- c) Administrative Project Status
 - i) Policies and Procedures – Ongoing.
 - ii) Updates to Website, Forms, and Communications to Include Notice from HB 2463 - Complete
 - iii) Board Automation (eLicensing) – Ongoing.
 - iv) CE Broker Implementation – System is live. Website must be updated and announcement sent.
 - v) Administrative Process Changes to Statutes – Attempting to work with a member of the legislature.
 - vi) Proposed Rule Revisions – No update.
 - vii) Document Scanning – Project canceled.
 - viii) Records Retention Schedule Revision – Working with the Office of Library and Archives to reduce the number of records the agency is required to store.
 - ix) Fiscal Year 2021 Budget Request – Complete.
 - x) IT Strategic Plan – Complete.
 - xi) Sunset Factors Response – Answers to the additional five questions were submitted to the Senate.

10) FUTURE AGENDA ITEMS

No agenda items were requested for the October Board meeting.

11) CALL TO THE PUBLIC

No members of the public stepped forward to speak.

12) ADJOURNMENT

Mr. Baughman moved the Board adjourn at 9:51 a.m. Mr. Peterson seconded the motion. The motion passed 5-0 by roll call vote. The meeting adjourned at 9:51 a.m.

Respectfully Submitted,

Karen Whiteford
Executive Director