



ARIZONA BOARD OF ATHLETIC TRAINING
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REGULAR SESSION MEETING MINUTES
September 12, 2016

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

Board Members Absent: None

Staff Present: Karen Whiteford – Executive Director
Christina Soto – Administrative Assistant

Legal Staff Present: Michael Raine – Assistant Attorney General

1) **CALL TO ORDER** – 9:30 a.m.; Mr. Freas called the telephonic meeting to order at 9:30 a.m. (A recording of the meeting is available through the Board Office.)

a) Roll Call – The following Board members were present: Eric Freas, Bart Peterson, Chuck Baughman, and Jennifer Fadeley

2) **DISCUSS, AMEND AND APPROVAL OF MINUTES**

a) Regular Session Meeting Minutes of August 8, 2016

Mr. Baughman moved the Board approve the minutes of the August 8, 2016, meeting with no changes. Mr. Peterson seconded the motion. The motion passed 4-0.

3) **DECLARATION OF CONFLICTS OF INTEREST**

Mr. Peterson recused himself from the approval of his renewal application in section 6.c.

4) **REVIEW FUTURE BOARD MEETING SCHEDULE:**

The Board reviewed the meeting schedule for:

- a) October 3, 2016 – In-Person
- b) November 7, 2016 – Telephonic
- c) December 5, 2016 – In-Person

ITEMS FOR BOARD REVIEW, DISCUSSION, AND LEGAL ACTION

5) **REVIEW, DISCUSSION, AND POSSIBLE ACTION - COMPLAINTS, INVESTIGATIONS & COMPLIANCE**

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- a) Initial Review of and Possible Action Regarding Opening a Complaint
There were no possible complaints to review.
- b) Open Complaints and Investigations
There were no open complaints or investigations to review.
- c) Status of Compliance with Board Order/Approval of Board Ordered CE
 - i) Stanley Johnston ATC Lic. #0830, complaint number 14-AT-0830 – Staff reported there was no change in Mr. Johnson’s status. His probation ends 10/15/16.
 - ii) Randall Cohen ATC Lic. #0274, complaint number 15-AT-0274 – Staff reported that was no change in Mr. Cohen’s status.
 - iii) Margaret Rall ATC Lic. # 1282, complaint number 15-AT-1282 – Staff reported that Ms. Rall’s civil penalty that was due on 8/24/16 was received on 9/6/16. The Board directed staff to send Ms. Rall an informal letter to make her aware that her civil penalty was late. Ms. Whiteford clarified that Ms. Rall’s probation termination date should be 9/6/16. The Board confirmed.
 - iv) Meagan Semore ATC Lic. #1441, complaint number 15-AT-1441 – Staff reported that was no change in Ms. Semore’s status.
 - v) Jeffrey Bodenhamer ATC Lic #1447, complaint number 15-AT-1447 – Staff reported that there was no change to Mr. Bodenhamer’s status.
 - vi) Brandie Peterson ATC Lic #1242, complaint number 16-AT-1242 – Staff reported that there was no change to Ms. Peterson’s status.
 - vii) Sean Fields ATC Lic #1250, complaint number 16-AT-1250 – Staff reported that was no change in Mr. Fields’ status.
 - viii) Jason Roberts ATC Lic #1460, complaint number 16-AT-1460 – Staff Mr. Roberts’ signed consent agreement was received and executed on 8/12/16.
- d) Informal Interviews
No informal interviews at this time.

6) REVIEW, DISCUSSION, AND POSSIBLE ACTION – APPLICATIONS FOR LICENSURE

- a) Initial applications

| Last Name | First Name | Comments |
|-----------|------------|----------|
| Wilson | Sheena | |
| Wright | Raquel | |
| Harder | Matthew | |
| Vukelich | Adrianna | |
| Wright | Mallory | |
| Hancock | Lisa | |
| Sawyer | Quinton | |
| Matela | Kayson | |
| Cornell | Samuel | |
| Roland | Jazmine | |
| Sackett | Taylor | |

Mr. Peterson moved the Board approve the 11 initial applications not requiring Board review. Mr. Baughman seconded the motion. The motion passed 4-0.

b) Initial applications – Board Review

| Last Name | First Name | Comments |
|-----------|------------|---------------------------------------|
| Rysdyk | Matthew | Board Review - Yes to Disc. Question. |
| Rhodes | Elizabeth | Board Review - Yes to Disc. Question. |

Matthew Rysdyk

Upon review and discussion of the documentation provided by Mr. Ryskyk, Mr. Baughman moved the Board approve his application. Mr. Peterson seconded the motion. The motion passed 4-0.

Elizabeth Rhodes

Upon review and discussion of the documentation provided by Ms. Rhodes, Mr. Baughman moved the Board approve her application. Mr. Peterson seconded the motion. The motion passed 4-0.

c) Renewal applications

| License # | Status | Last Name | First Name | License Expires | Comments |
|-----------|--------|------------------|------------|-----------------|----------|
| 1051 | Ready | Abe | Masamichi | 10/5 /2016 | |
| 1225 | Ready | Blake | Darrin | 9 /8 /2016 | |
| 1226 | Ready | Bowen | Kyle | 9 /8 /2016 | |
| 1426 | Ready | Cavin | Krystle | 9 /13/2016 | |
| 1427 | Ready | Clarizio III | Carl | 9 /13/2016 | |
| 1328 | Ready | Dagleish | Geoffrey | 9 /7 /2016 | |
| 0959 | Ready | Forget | Stacey | 10/1 /2016 | |
| 0622 | Ready | Gomez | Laura | 9 /1 /2016 | |
| 1430 | Active | Gruca | Jessica | 9 /13/2016 | |
| 0951 | Ready | Guerra | Elisa | 10/5 /2016 | |
| 1215 | Ready | Harding | Josie | 8 /4 /2016 | |
| 1230 | Ready | Johnson | Micah | 9 /8 /2016 | |
| 1332 | Ready | Krasner | Lauren | 9 /7 /2016 | |
| 1333 | Ready | Linninger | Monica | 9 /7 /2016 | |
| 0810 | Ready | Lohman Bonfiglio | Chelsea | 9 /8 /2016 | |
| 0364 | Ready | McLeod | Ian | 9 /8 /2016 | |
| 0491 | Ready | Pulver | Neil | 9 /13/2016 | |
| 0502 | Ready | Rackey | Don | 9 /1 /2016 | |
| 0868 | Ready | Reeser | Breanna | 9 /1 /2016 | |
| 0080 | Ready | Rich | Michael | 9 /1 /2016 | |
| 1089 | Ready | Rivera | David | 9 /1 /2016 | |
| 0082 | Ready | Rivero | Lawrence | 9 /1 /2016 | |
| 0977 | Ready | Roche | Janele | 9 /1 /2016 | |
| 0215 | Ready | Roetter | Randy | 9 /1 /2016 | |

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| | | | | | |
|------|--------|---------------|----------|------------|--|
| 1039 | Ready | Rogo | Jessica | 9 /1 /2016 | |
| 0061 | Ready | Roush | James | 9 /1 /2016 | |
| 0377 | Ready | Rue | Carlos | 9 /1 /2016 | |
| 1012 | Ready | Ruiz | Roberto | 9 /1 /2016 | |
| 0321 | Ready | Ruiz-Gonzales | Lisa | 9 /1 /2016 | |
| 1434 | Ready | Sasso | Shayna | 9 /13/2016 | |
| 0369 | Ready | Scandura | Joanne | 9 /1 /2016 | |
| 0029 | Ready | Schlicht | Gretchen | 9 /1 /2016 | |
| 0493 | Ready | Schneider | Melissa | 9 /1 /2016 | |
| 0672 | Ready | Schrock | Jeffrey | 9 /1 /2016 | |
| 0792 | Ready | Serbus | Patrick | 9 /1 /2016 | |
| 0850 | Ready | Serbus | Jason | 9 /1 /2016 | |
| 0719 | Ready | Severson | Kristen | 11/2 /2016 | |
| 0949 | Ready | Sigwart | Clete | 9 /1 /2016 | |
| 0825 | Ready | Silvey | Joseph | 9 /1 /2016 | |
| 0355 | Ready | Southard | James | 9 /1 /2016 | |
| 0847 | Ready | Spargo | Lindie | 9 /1 /2016 | |
| 0983 | Ready | Spence | Gregory | 9 /1 /2016 | |
| 0340 | Ready | Steele | Alicia | 9 /1 /2016 | |
| 1144 | Ready | Stevens | Ann | 9 /1 /2016 | |
| 0680 | Ready | Stover | Andrew | 9 /1 /2016 | |
| 0151 | Ready | Stratton | Glen | 9 /1 /2016 | |
| 0814 | Ready | Suman | Michael | 9 /1 /2016 | |
| 0478 | Active | Thatcher | Anna | 10/1 /2016 | |
| 1023 | Ready | Tillmans | Connie | 10/1 /2016 | |
| 1335 | Ready | Upham | Steven | 9 /7 /2016 | |
| 0005 | Ready | Weaver | Connie | 9 /1 /2016 | |
| 1437 | Ready | Yaw | William | 9 /13/2016 | |

Mr. Baughman moved the Board approve the 52 renewal applications not requiring Board review.
Mr. Peterson seconded the motion. The motion passed 4-0.

d) Renewal applications: (Board Review)

| License # | Status | Last Name | First Name | License Expires | Comments |
|-----------|-----------|-----------------|------------|-----------------|--------------------------|
| 0152 | Closed | Cross | Jerry | 2 /1 /2016 | Board Review - Reinstate |
| 0464 | Closed | Downie | Benjamin | 2 /1 /2016 | Board Review - Reinstate |
| 0298 | Active | Michaelis-Goode | Lois | 7 /1 /2016 | Board Review - Reinstate |
| 0707 | Closed | Decker | Kyle | 2 /1 /2016 | Board Review - Reinstate |
| 1282 | Probation | Rall | Margaret | 7 /5 /2016 | Board Review - Reinstate |

Jerry Cross

Mr. Freas moved the Board enter executive session to obtain legal advice. Mr. Peterson seconded the motion. The motion passed 4-0. The Board left regular session at 9:40 a.m.

The Board returned to regular session at 10:02 a.m. Mr. Peterson moved the Board table Mr. Cross' application pending further review of the complaint received. Mr. Baughman seconded the motion. The motion passed 4-0.

Benjamin Downie

Ms. Whiteford informed the Board that Mr. Downie's license expired on 2/1/16, and that he provided athletic training services in Arizona from 3/7/16 through 4/3/16. Mr. Baughman moved the Board direct staff to investigate whether Mr. Downie was licensed in another state in which he resided during the time period in question to determine if he qualifies as a person not required to be licensed according to A.R.S. § 32-4121(4). If he was, staff may reinstate his Arizona license. If he was not, reinstate his license and issue a letter of concern. Mr. Peterson seconded the motion. The motion passed 4-0.

Lois Michaelis-Goode

Ms. Whiteford informed the Board that Ms. Michaelis-Goode's license expired on 7/1/16, and that all required documents and payments were received. Ms. Michaelis-Goode's letter stated that she has been practicing under her physical therapist license. Ms. Whiteford stated that she verified that Ms. Michaelis-Goode holds a physical therapist license in the State of Arizona. Mr. Baughman moved the Board approve the reinstatement of Ms. Michaelis-Goode's license. Mr. Peterson seconded the motion. The motion passed 4-0.

Kyle Decker

Ms. Whiteford informed the Board that Mr. Decker's license expired on 2/1/16, and that all required documents and payments were received. Mr. Peterson moved the Board approve the reinstatement of Mr. Decker's license. Mr. Baughman seconded the motion. The motion passed 4-0.

Margaret Rall

Ms. Whiteford informed the Board that Ms. Rall's license expired on 7/5/16 and all required documents and payments were received. The Board noted that Ms. Rall had been living in Montana since July. Mr. Peterson moved the Board approve the reinstatement of Ms. Rall's license. Mr. Baughman seconded the motion. The motion passed 4-0.

e) Incomplete Initial Applications

| Last Name | First Name | Deficiency Ltr Sent | Comments |
|-----------|------------|---------------------|---|
| Ach | Jennifer | 9/1/2016 | Need Minnesota License Verif. |
| Costin | Claudia | 9/6/2016 | Board Review - Yes to Discipline Need Transcript. Need copy of fingerprint cc rcvd copy of application. |
| Ko | Jupil | 9/6/2016 | Needs Alien Status Verification Form. |

Mr. Freas asked Ms. Whiteford if there were any issues with the incomplete initial applications. Ms. Whiteford stated that there were no issues.

f) Incomplete Renewal Applications

| License # | Status | Last Name | First Name | License Expiration Date | Application Received | Deficiency Letter Sent | Comments |
|-----------|-----------|-----------|------------|-------------------------|----------------------|------------------------|---|
| 0281 | Active | Moreno | Ricardo | 7 /1 /2016 | 7/8/2016 | 7/11/2016 | Need Reinstatement Fee/F/P(fee). Statement from himself and employer. |
| 0830 | Probation | Johnston | Stanley | 7 /6 /2016 | 8/11/2016 | 8/15/2016 | Need ltr from AT stating if practice while expired and how long. |
| 1090 | Active | Smith | David | 9 /1 /2016 | 8/25/2016 | 8/26/2016 | Page 3 incomplete returned for completion. |

Mr. Freas asked Ms. Whiteford if there were any issues with the incomplete renewal applications. She stated that Stanley Johnston faxed a letter Friday afternoon (9/8/16) and quoted from his letter, "I have been working at Embry Riddle since we started Pre-Season on August 10th and am currently fully involved with our athletic teams." Mr. Raine stated that the Board could not take action on his renewal application because it is considered incomplete in the agenda. The Board directed staff to send Mr. Johnston a warning letter and also notify his employer. Both letters must be sent by certified mail.

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

- a) Executive Director’s Report – Verbal Report and Discussion – No Action Required
 - i) Financial Report – Ms. Whiteford stated she had not received the July and August financial reports and would follow up with the Central Services Bureau.
 - ii) Review Recent Board Staff Activities – Ms. Whiteford stated there were no Board staff activities outside of the usual day-to-day operations.
- b) Administrative Project Status
 - i) Policies and procedures – Ms. Whiteford had no update.
 - ii) Board Automation – Ms. Whiteford stated she requested \$40k in the fiscal year 2018 budget but expected that number to decrease by the end of 2016.
 - iii) Mandatory Board Member Training – No update.
 - iv) Check Scanning and Remote Deposit – No update.
 - v) Five Year Rule Review – Ms. Whiteford reported that she will attend the 10/25/16 GRRC study session and the 11/01/16 regular council meeting.
 - vi) Fiscal Year 2018 Budget – Ms. Whiteford stated that submitted the budget request on 9/1/16.
- c) Possible Changes to Deficiency Letter Verbiage – Ms. Whiteford stated that Sabrina Khan requested this item be tabled until the October meeting.
- d) Discussion/Clarification On “Trainers” That Are Grandfathered Into National Certification – Mr. Baughman requested clarification on “trainers” from other states that attended school prior to the formation of the BOC, and whether they could practice under the 120-day rule (A.R.S. § 32-4121(4)). The Board discussed the matter and determined that, as long as the “trainer” met the licensure, registration, or certification requirements in the state in which he or she resided, A.R.S. § 32-4121(4) would apply.

- e) Arizona Department of Education Chiropractic Assistant High School Course Which Includes Dry Needling as Part of Coursework – Mr. Peterson stated that the Arizona Department of Education approved three certification routes for high school students in Arizona. The certifications are Certified Personal Trainer through NASM, Certified Personal Trainer through ACE, and Chiropractic Assistant. The Chiropractic Assistant program provides that the assistant is able to perform dry needling. The dry needling courses would be taught by Athletic Trainers (who are not able to practice dry needling).
- f) Request from Licensee to Research Possible Rule Change to Address EpiPen Costs – Mr. Peterson summarized the topic. Mr. Raine suggested the Board and Sabrina Khan research documents listed in A.A.C. R4-49-400 through A.A.C. R4-49-404 for direction.
- g) AzATA Informational Statement Regarding ABAT Decision on Dry Needling – Ms. Whiteford stated that she obtained the statement from the Arizona Athletic Trainers' Association website for their information.

8) FUTURE AGENDA ITEMS

- a) Jerry Cross (from item 6d)
- b) Stanley Johnston (from item 6f)
- c) Possible move of staff office to 1740 W. Adams

9) CALL TO THE PUBLIC

No members of the public were present.

10) ADJOURNMENT

Mr. Freas moved the Board adjourn the meeting. Mr. Baughman seconded the motion. The motion passed 4-0. The Board meeting adjourned at 10:58 a.m.

Respectfully Submitted,

Karen Whiteford

Karen Whiteford
Executive Director