



**ARIZONA BOARD OF ATHLETIC TRAINING**  
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**REGULAR SESSION MEETING MINUTES**  
**November 7, 2016**

**Board Members Present:** Eric Freas, ATC – Chair  
Bart Peterson, ATC – Vice-Chair  
Chuck Baughman, ATC – Athletic Trainer Member  
Jennifer Fadeley – Public Member (at 9:48 a.m.)

**Board Members Absent:** None

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

**Legal Staff Present:** Sabrina Khan – Assistant Attorney General

1) **CALL TO ORDER** – 9:30 a.m.; Mr. Freas called the 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, and Chuck Baughman.

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

a) Regular Session Meeting Minutes of October 3, 2016

Mr. Baughman moved the Board approve the regular session meeting minutes from October 3, 2016. Mr. Peterson seconded the motion. The motion passed 4-0.

b) Executive Session Meeting Minutes of October 3, 2016

Mr. Peterson moved the Board approve the executive session meeting minutes from October 3, 2016. Mr. Peterson seconded the motion. The motion passed 4-0.

3) **REVIEW FUTURE BOARD MEETING SCHEDULE**

a) December 5, 2016 – Telephonic

b) January 9, 2017 – In-Person

c) February 6, 2017 – Telephonic

No schedule conflicts were noted by Board members.

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

- a) Initial Review of and Possible Action Regarding Opening a Complaint  
None
- b) Open Complaints and Investigations  
None
- c) Status of Compliance with Board Order/Approval of Board Ordered CE
  - i) Stanley Johnston ATC Lic. #0830, complaint number 14-AT-0830 – Ms. Whiteford stated that there was no change in Mr. Johnston’s status. His probation is scheduled to end on November 9, 2016.
  - ii) Randall Cohen ATC Lic. # 0274, complaint number 15-AT-0274 – Ms. Whiteford stated that there was no change in Mr. Cohen’s status. The civil penalty and 0.75 hours of continuing education are due by 3/31/20.
  - iii) Meagan Semore ATC Lic. #1441, complaint number 15-AT-1441 – Ms. Whiteford stated that there was no change in Ms. Semore’s status and that her probation is schedule to end on 11/3/16.
  - iv) Jeffrey Bodenhamer ATC Lic #1447, complaint number 15-AT-1447 – Ms. Whiteford stated that there was no change in Mr. Bodenhamer’s status. Mr. Bodenhamer must complete six hours of continuing education by 12/15/17.
  - v) Brandie Peterson ATC Lic #1242, complaint number 16-AT-1242 – Ms. Whiteford stated that there was no change in Ms. Peterson’s status. Ms. Peterson must provide proof of substance abuse counseling by 5/24/17.
  - vi) Sean Fields ATC Lic #1250, complaint number 16-AT-1250 – Ms. Whiteford stated that there was no change in Mr. Field’s status. Mr. Fields must complete three hours of continuing education by 1/8/17. The Board directed staff to send a reminder letter to Mr. Fields.
  - vii) Jason Roberts ATC Lic #1460, complaint number 16-AT-1460 – Ms. Whiteford informed the Board that Mr. Roberts’ probation terminated upon receipt of his civil penalty on 10/3/16.
- d) Informal Interviews  
No informal interviews at this time.

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

- a) Initial Applications (2)

| Last Name | First Name | Comments |
|-----------|------------|----------|
| Falconer  | Chelsea    |          |
| Jennings  | Natalie    |          |

- b) Renewal Applications (37)

| License Number | First Name | Last Name   | Status | Current License Expiration Date | Comments |
|----------------|------------|-------------|--------|---------------------------------|----------|
| 1344           | Cailee     | Bacon       | Ready  | 10/5/2016                       |          |
| 1246           | Michael    | Blankenship | Ready  | 11/3/2016                       |          |
| 1438           | Joy        | Bridges     | Ready  | 10/4/2016                       |          |
| 1347           | Kelsey     | Carpenter   | Ready  | 11/2/2016                       |          |
| 1443           | Charlie    | Holliday    | Ready  | 11/1/2016                       |          |
| 1341           | Lamar      | Innes       | Ready  | 10/5/2016                       |          |
| 0065           | Amy        | Kublin      | Ready  | 10/5/2016                       |          |
| 0986           | Angel      | Locke       | Ready  | 11/1/2016                       |          |
| 1145           | Emily      | Markle      | Ready  | 11/1/2016                       |          |

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|      |             |           |       |           |  |
|------|-------------|-----------|-------|-----------|--|
| 1444 | Diahann     | Montano   | Ready | 11/1/2016 |  |
| 1249 | Kevin       | Orloski   | Ready | 11/3/2016 |  |
| 0633 | Jason       | Paladino  | Ready | 11/2/2016 |  |
| 1349 | Robert      | Perry     | Ready | 11/2/2016 |  |
| 1350 | Joseph      | Rosauer   | Ready | 11/2/2016 |  |
| 1235 | Scott       | Ross      | Ready | 11/2/2016 |  |
| 0984 | Selena      | Taegel    | Ready | 10/1/2016 |  |
| 0488 | Joseph      | Tarantino | Ready | 11/2/2016 |  |
| 1160 | Nicholas    | Thomas    | Ready | 10/1/2016 |  |
| 0409 | Kyle        | Turner    | Ready | 10/1/2016 |  |
| 0011 | John        | Valencia  | Ready | 11/1/2016 |  |
| 0536 | Alison      | Valier    | Ready | 11/1/2016 |  |
| 0604 | Rick        | Wade      | Ready | 11/1/2016 |  |
| 0861 | Gretchen    | Wagnitz   | Ready | 11/1/2016 |  |
| 0110 | Jennifer    | Waltrip   | Ready | 11/1/2016 |  |
| 1057 | Brandon     | Warner    | Ready | 11/1/2016 |  |
| 0319 | Gayle       | Weaver    | Ready | 11/1/2016 |  |
| 1058 | Christopher | Wells     | Ready | 11/1/2016 |  |
| 0136 | Laurie      | White     | Ready | 11/1/2016 |  |
| 0995 | Shauna      | Whitlow   | Ready | 12/1/2016 |  |
| 0616 | Nicole      | Wilke     | Ready | 11/1/2016 |  |
| 0539 | Carol       | Williams  | Ready | 11/1/2016 |  |
| 1081 | Dustin      | Williams  | Ready | 11/1/2016 |  |
| 1091 | Alisha      | Wilsey    | Ready | 11/1/2016 |  |
| 0670 | Amanda      | Wilson    | Ready | 11/1/2016 |  |
| 0790 | Courtney    | Woodward  | Ready | 11/1/2016 |  |
| 0022 | Daniel      | Wright    | Ready | 11/1/2016 |  |
| 1121 | Junko       | Yazawa    | Ready | 12/1/2016 |  |

Mr. Peterson moved the Board approve all 39 initial and renewal applications. Mr. Baughman seconded the motion. The motion passed 3-0.

**6) REVIEW, CONSIDERATION, AND POSSIBLE ACTION ON APPLICATIONS FOR LICENSURE**

- a) Initial Applications – Board Review  
None
- b) Renewal Applications – Board Review
  - i) Andrew Cleves – Reinstatement

Mr. Cleves submitted his renewal application late, along with a statement that he had practiced two weeks without a current license. Following review and discussion Mr. Baughman moved the Board approve Mr. Cleves’ reinstatement and issue a confidential advisory letter for practicing without a license. Mr. Peterson seconded the motion. The motion passed 3-0.

- ii) Brennan Hodge – Reinstatement

Mr. Hodge was present and available to answer questions. Mr. Hodge submitted a late renewal application that included a statement that he had practiced without a current license for four days. Mr. Peterson moved the Board approve Mr. Hodge’s reinstatement application

and issue a confidential advisory letter for practicing without a license. Mr. Baughman seconded the motion. The motion passed 3-0.

iii) David Smith – Reinstatement

Mr. Smith’s renewal was received on 8/25/16, but page three was not complete. A deficiency letter was mailed to Mr. Smith on 8/26/16. Mr. Smith’s license expired on 09/01/16. A license expiration letter was mailed to Mr. Smith on 10/14/16. Board staff received an email from Mr. Smith on 10/19/16. Board staff contacted Mr. Smith on 10/20/16 to explain why his application was consider complete. Mr. Smith claimed he did not receive the deficiency letter. Page 3 of the renewal application, the \$200 reinstatement fee, and an explanation letter were received on 10/24/16. Mr. Smith stated in his letter that he had practiced 31 days without a valid license.

Mr. Smith attended the Board meeting by phone and answered Board member questions. Following review and discussion, Mr. Baughman moved the Board approve Mr. Smith’s reinstatement application and issue a confidential advisory letter for practicing without a license. Mr. Peterson seconded the motion. Mr. Baughman stated that the reason he felt the situation did not warrant a civil penalty and continuing education was because he felt the omission of page 3 was not done intentionally and that he has experienced problems with mail delivery in the past. The motion passed 3-0.

iv) Geoffrey Swanson – Reinstatement

Mr. Swanson submitted his renewal application after his license had expired, along with a letter that he had not practiced athletic training in Arizona while his license was expired. Following review and discussion, Mr. Peterson moved the Board approve Mr. Swanson’s reinstatement. Mr. Baughman seconded the motion. The motion passed 4-0.

Jennifer Fadeley joined the meeting at 9:48 a.m.

c) Incomplete Initial Applications: (Missing Documents)

| First Name | Last Name | Deficiency Letter Sent | Comments  |
|------------|-----------|------------------------|---|
| Kaitlyn    | DiJohn    | 10/21/2016             | Need (2) recommendations.                       |
| Richard    | Gill      | 9/28/2016              | Need letter stating whether or not practicing.  |
| Kalie      | Swain     | 10/27/2016             | Need (2) Recommendations, (1) Lic. Verification |
| Thomas     | Whitson   | 10/7/2016              | Need CPR unexpired cert.                        |

Mr. Freas asked Ms. Whiteford if there were any concerns with the incomplete initial applications. Ms. Whiteford said there were no concerns.

d) Incomplete Renewal Applications: (Missing Documents)

| License # | First Name | Last Name | Current License Expiration Date | Deficiency Letter Sent | Comments   |
|-----------|------------|-----------|---------------------------------|------------------------|--|
| 0281      | Ricardo    | Moreno    | 7/1/2016                        | 7/11/2016              | Need Reinstatement Fee/F/P(fee). Statement if practiced. |
| 1054      | Trevor     | Rice      | 10/5/2016                       | 10/11/2016             | Incorrect renewal fee rec'd.                             |

Mr. Freas asked Ms. Whiteford if there were any concerns with the incomplete renewal applications. Ms. Whiteford stated that Ricardo Moreno’s application would expire on 11/8/16 and she had made several attempts to contact him with no response.

Ms. Whiteford explained the issue with Trevor Rice's renewal. Mr. Rice's renewal application was received on time, but he overpaid his fees by \$22.00. Ms. Soto called and spoke with Mr. Rice on 10/11/16 to let him know his check was being mailed back that he needed to mail the correct amount (\$175.00). She also mailed a deficiency letter with Mr. Rice's check, stating that he needed to mail the correct amount (\$175.00). Several messages have been left for Mr. Rice since 10/11/16, to remind him to send the correct fee. Mr. Rice has not responded, nor has the correct fee been received. Following review and discussion, Mr. Freas moved the Board direct Board staff to contact Mr. Rice's employer to notify them that he is not currently licensed and to approve Mr. Rice's renewal pending receipt of the correct fee before the next Board meeting. Mr. Peterson seconded the motion. The motion passed 4-0.

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

Ms. Whiteford provided an update on the items below.

- a) Executive Director's Report – Verbal Report and Discussion – No Action Required
  - i) Financial Report – Not available
  - ii) Review Recent Board Staff Activities – None
- b) Administrative Project Status
  - i) Policies and Procedures – No update.
  - ii) Board Automation – No update.
  - iii) Mandatory Board Member Training – Final training session will be scheduled for after January meeting.
  - iv) Check Scanning and Remote Deposit – No update.
  - v) Five Year Rule Review – The five-year rule review report was approved by GRRC. The next step is requesting an exemption request from the Governor's office.
- c) Possible Move of Staff Office to 1740 W. Adams – Ms. Whiteford informed the Board it appears the office will be moving. ADOA is attempting to move all health regulatory Boards around July 1 of 2017. A more definite timeline will be available at the end of the year.

## **8) FUTURE AGENDA ITEMS**

Mr. Peterson requested the National Football League's Athletic Trainer Initiative be added to the December agenda.

Mr. Baughman requested to add a discussion regarding the change to athletic trainer liability insurance coverage requirements in Major League Baseball.

## **9) CALL TO THE PUBLIC**

The Board may make an open call to the public during the meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the Board on any issue within its jurisdiction. Pursuant to A.R.S. § 38-431.01(H), members of the Board are not allowed to discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. However, the Board may ask staff to review a matter or may ask that a matter be placed on a future agenda. Public input is encouraged. Presentation should be limited to five minutes.

## **10) ADJOURNMENT**

Mr. Baughman moved the Board adjourn the meeting. Mr. Freas seconded the motion. The motion passed 4-0. The Board meeting adjourned at 10:05 a.m.

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Respectfully Submitted,

Karen Whiteford  
Executive Director