



**ARIZONA BOARD OF ATHLETIC TRAINING**  
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**REGULAR SESSION MEETING MINUTES**  
**March 7, 2019**

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

**Board Members Absent:** Jennifer Fadeley – Public Member

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

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

**Location:** 1740 West Adams Street, Board Room C  
Phoenix, Arizona 85007

1) **CALL TO ORDER** – 9:30 a.m.; Mr. Freas called the meeting to order at 9:30 a.m.

2) **ROLL CALL**

The following Board members were present: Eric Freas, Charles Baughman, Bart Peterson, and Cheryl Ingram

3) **DECLARATION OF CONFLICTS OF INTEREST**

Eric Freas recused himself from agenda item 8)c)i). Mr. Baughman recused himself from agenda item 6)b)i).

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

- a) Regular Session Meeting Minutes of February 4, 2019  
Mr. Peterson moved the Board approve the regular session meeting minutes of February 4, 2019.  
Mr. Baughman seconded the motion. The motion passed 4-0 with Mr. Freas, Mr. Peterson, Mr. Baughman, and Ms. Ingram voting aye.

5) **REVIEW FUTURE BOARD MEETING SCHEDULE**

Mr. Baughman stated that he may not be available for the June 3, 2019, meeting.

- a) April 1, 2019 – Webex  
b) May 6, 2019 – Webex  
c) June 3, 2019 – Webex

**6) REVIEW, DISCUSSION, AND POSSIBLE ACTION - COMPLAINTS, HEARINGS, INVESTIGATIONS AND COMPLIANCE**

- a) Initial Review, Discussion, and Possible Action On Complaint  
None
- b) Review, Discussion, and Possible Action to Include Previous Board Action
  - i) George Williams

Mr. Baughman recused himself from this agenda item and stepped away from the table. Ms. Whiteford stated that, at the January 14 meeting, the Board had voted to offer Mr. Williams a consent agreement for failing to disclose an arrest when he applied for licensure renewal in October of 2013. Ms. Whiteford further stated that a copy of Mr. Williams' renewal application from 2013 was included in the Board meeting materials so that Board members could see the language of the question on the 2013 renewal form. Mr. Freas moved the Board go into executive session to obtain legal advice. Ms. Ingram seconded the motion. The motion passed 3-1 with Mr. Freas, Mr. Peterson, and Ms. Ingram voting aye and Mr. Baughman being recused. The Board entered executive session at 9:35 a.m. and returned to open session at 9:46 a.m. Upon returning to open session, Ms. Ingram moved the Board rescind the vote from the January 2019, Board meeting and approve Mr. Williams' initial application for licensure. Mr. Peterson seconded the motion. The motion passed 3-1 with Mr. Freas, Mr. Peterson, and Ms. Ingram voting aye and Mr. Baughman being recused.

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

Mr. Peterson moved the Board approve the 14 initial and 54 renewal applications as listed. Mr. Baughman seconded the motion. The motion passed 4-0 with Mr. Freas, Mr. Peterson, Mr. Baughman, and Ms. Ingram voting aye.

- a) Initial Applications (14)

<b>Applicant First Name</b>	<b>Applicant Last Name</b>	<b>Intake Method</b>
Emily	Bates	Portal
Daria	Bickham	Portal
Yusnier	Borrego	Portal
Alexandra	Burcham	Portal
Silvanna	Dornfeld	Portal
Bobbi	Fry	Portal
Gabriel	Garcia	Portal
David	Iannicca	Portal
Jeremy	Kneebusch	Portal
Daniel	Leja	Portal
Shelby	Perry	Portal
Robyn	See	Portal
Richard	Staiert	Portal
Carson	Wooten	Portal

b) Renewal/Reinstatement Applications (54)

License Number	Applicant First Name	Applicant: Last Name	License Expiration Date	Application Type	Intake Method
ATR-001595	Evamarie	Balderas	6/4/2018	Reinstatement	Portal
ATR-001446	Lauren	Berryhill	3/4/2019	Renewal	Portal
ATR-000144	Jeffrey	Bloom	3/2/2019	Renewal	Portal
ATR-000394	Michelle	Bradach	4/1/2019	Renewal	Portal
ATR-001092	Chadwick	Cook	2/1/2019	Reinstatement	Portal
ATR-001079	Glenn	Edgerton	3/1/2019	Renewal	Portal
ATR-000724	Nichole	Edwards	3/1/2019	Renewal	Portal
ATR-000786	Scott	Ellis	4/3/2019	Renewal	Portal
ATR-000630	Daisha	Enos	3/1/2019	Renewal	Portal
ATR-000092	Kai	Etheridge	3/1/2019	Renewal	Portal
ATR-000030	Sadie	Etheridge	3/1/2019	Renewal	Portal
ATR-001169	Jonathan	Fierro	3/1/2019	Renewal	Portal
ATR-000173	Marie-Elizabeth	Finamore	3/1/2019	Renewal	Paper
ATR-000016	Jon	Foster	3/1/2019	Renewal	Portal
ATR-001176	Benjamin	Fraser	3/1/2019	Renewal	Portal
ATR-000652	Amy	Freeman	3/1/2019	Renewal	Portal
ATR-000572	Jack	Furr	3/1/2019	Renewal	Portal
ATR-001474	David	Getsoff	4/3/2019	Renewal	Portal
ATR-000224	Drew	Giardina	4/1/2019	Renewal	Portal
ATR-000653	Kristin	Golden	4/1/2019	Renewal	Portal
ATR-000077	Michelle	Gonzalez	4/1/2019	Renewal	Portal
ATR-001080	Dianne	Goodridge	4/1/2019	Renewal	Portal
ATR-000892	George	Goodridge	4/1/2019	Renewal	Portal
ATR-000270	Kevin	Graff	4/1/2019	Renewal	Portal
ATR-000479	David	Groeschner	4/1/2019	Renewal	Portal
ATR-000537	Jennifer	Guerrette	4/1/2019	Renewal	Portal
ATR-001464	Garrett	Havig	3/6/2019	Renewal	Portal
ATR-000175	Jeffrey	Herndon	4/1/2019	Renewal	Portal
ATR-001708	Joshua	Hobson	3/4/2019	Renewal	Portal
ATR-001465	Allyse	Kramer	3/6/2019	Renewal	Portal
ATR-001466	Charles	Leddson	3/6/2019	Renewal	Portal
ATR-001263	Anthony	Lelo	3/2/2019	Renewal	Portal
ATR-001702	Felice	Lowery	2/4/2019	Reinstatement	Portal
ATR-001585	Mona	Marrash	4/2/2019	Renewal	Portal
ATR-001289	Gerard	Moots	3/6/2019	Renewal	Paper
ATR-001364	Yuya	Mukaihara	3/1/2019	Renewal	Portal
ATR-001703	Ikuri	Ogata	2/4/2019	Renewal	Portal
ATR-001467	Christopher	Olson	3/6/2019	Renewal	Portal

License Number	Applicant First Name	Applicant: Last Name	License Expiration Date	Application Type	Intake Method
ATR-001183	Wilkin	Perez	3/1/2019	Renewal	Portal
ATR-001583	Thomas	Pruitt	3/18/2019	Renewal	Portal
ATR-001706	Saskia	Richter	3/4/2019	Renewal	Portal
ATR-001268	Nicolas	Santos	3/2/2019	Renewal	Portal
ATR-001366	Christopher	Schepel	3/1/2019	Renewal	Paper
ATR-001276	Justin	Segotta	4/6/2019	Renewal	Portal
ATR-000719	Kristen	Severson	11/2/2018	Reinstatement	Portal
ATR-001397	Larynn	Shumaker	7/5/2017	Reinstatement	Portal
ATR-001707	Kayla	Sibbaluca	3/4/2019	Renewal	Portal
ATR-000788	Lisa	Spies	4/1/2019	Renewal	Portal
ATR-001185	Kyle	Torgerson	4/1/2019	Renewal	Portal
ATR-001469	Aquiles	Torrealba	3/6/2019	Renewal	Portal
ATR-001566	Thomas	Whitson	2/4/2019	Renewal	Portal
ATR-000891	Emelie	Worthington	3/1/2019	Renewal	Portal
ATR-001148	Crystal	Wright	3/6/2018	Reinstatement	Portal
ATR-001587	Kellie	Zinski	4/2/2019	Renewal	Portal

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

a) Initial Applications – Board Review

i) Reginald Barnes

Mr. Barnes was present by telephone. Mr. Peterson moved the Board approve Mr. Barnes' initial application. Ms. Ingram seconded the motion. Ms. Whiteford stated that Mr. Barnes disclosed a prior arrest on his application, but did not submit the required supporting documentation.

Mr. Barnes stated that the arrest was brought about by a loud argument that was reported by a neighbor. Mr. Barnes commented that his arrest was for a non-violent offence that occurred over four years ago, and since that time he has retaken certification tests, been employed at two different companies, and obtained an Arkansas athletic training license without issue. Mr. Baughman asked about an email communication Mr. Barnes made to Staff where he comments he satisfied all court requirements. Mr. Barnes responded that yes he complied with the court requirements, and further explained that what he completed was not court ordered but on his own initiative at the advice of his attorney. Mr. Barnes commented that there was no probation or jail time and the case was closed by the court.

Mr. Baughman commented that he would like to see some type of documentation from the court that this matter is closed. Mr. Barnes stated he was not sure whether there is any documentation from the court because he went into a program proactively on his own accord. Mr. Baughman commented that there should be some type of documentation showing there is no further action or that the matter is closed. Mr. Barnes reiterated the matter was dismissed, and he was not required to pay any fees. Mr. Barnes indicated he passed background checks since that time with no issues. Mr. Peterson withdrew is motion. Ms. Ingram withdrew her second to Mr. Peterson's motion.

Mr. Peterson moved the Board approve Mr. Barnes' initial application upon receipt of documents confirming the court case is closed. Mr. Baughman seconded the motion. Mr. Barnes stated that the only way he could get records would be to go to the Texas court in-person or involve his lawyer and reiterated his previous comments to the Board. Mr. Peterson stated he would like to maintain his motion. The motion passed 4-0 with Mr. Freas, Mr. Peterson, Mr. Baughman, and Ms. Ingram voting aye.

ii) Jeffrey Lake

Mr. Baughman moved the Board approve the initial license application for Jeffrey Lake. Ms. Ingram seconded the motion. The motion passed 4-0 with Mr. Freas, Mr. Peterson, Mr. Baughman, and Ms. Ingram voting aye.

iii) James Ready

Mr. Peterson asked Board staff if there were additional documents submitted by Mr. Ready. Ms. Jones stated that there were no additional documents. Mr. Baughman moved the Board approve Mr. Ready's application pending receipt of documents supporting satisfaction of court requirements. Mr. Peterson seconded the motion. The motion passed 4-0 with Mr. Freas, Mr. Peterson, Mr. Baughman, and Ms. Ingram voting aye.

b) Renewal Applications – Board Review

None

c) Board Member Applications

i) Eric Freas, ATR-000119

Mr. Freas recused himself from this agenda item. Mr. Baughman stepped in as Chair. Mr. Peterson moved the Board approve Mr. Freas' renewal application. Ms. Ingram seconded the motion. The motion passed 3-1 with Mr. Peterson, Mr. Baughman, and Ms. Ingram voting aye and Mr. Freas being recused. Mr. Freas stepped back in as Board Chair.

d) Incomplete Applications:

i) Incomplete Initial Applications

Mr. Freas asked if Board staff had any concerns regarding the incomplete initial application. Ms. Whiteford stated there were no concerns.

<b>Applicant First Name</b>	<b>Applicant: Last Name</b>	<b>Submitted Date</b>	<b>Days in Current Status</b>	<b>Intake Method</b>
Nicholas	Faciana	2/20/2019	11	Portal

ii) Incomplete Renewal/Reinstatement Applications

Mr. Freas asked if there were any concerns regarding the incomplete renewal applications. Ms. Jones stated that Mr. Connelly and Ms. Peterson submitted the final required documents, making their applications complete. Mr. Peterson moved the Board approve Mr. Connelly's renewal application. Mr. Baughman seconded the motion. The motion passed 4-0 with Mr. Freas, Mr. Peterson, Mr. Baughman, and Ms. Ingram voting aye. Mr. Peterson moved the Board approve Ms. Peterson's reinstatement application. Mr. Baughman seconded the motion. The motion passed 4-0 with Mr. Freas, Mr. Peterson, Mr. Baughman, and Ms. Ingram voting aye.

<b>Applicant First Name</b>	<b>Applicant: Last Name</b>	<b>License Number</b>	<b>Days in Current Status</b>	<b>License Expiration Date</b>	<b>Application Type</b>	<b>Intake Method</b>
Brennan	Connelly	ATR-001711	27	4/1/2019	Renewal	Portal
Matthew	Deal	ATR-001472	21	4/3/2019	Renewal	Portal
Gavin	Grosh	ATR-001588	27	4/2/2019	Renewal	Portal
Brandie	Peterson	ATR-001242	1	5/23/2018	Reinstatement	Portal

**9) REVIEW, CONSIDERATION, AND POSSIBLE ACTION ON BOARD POLICIES AND PROCEDURES**

Ms. Whiteford summarized the drafted policies and procedures.

- a) Performing Random Audits of Continuing Education – Mr. Baughman requested that athletic trainers be given more time (30 days) to submit continuing education when audited. He stated the reason was that many athletic trainers work outside of the United States and would have difficulty obtaining the continuing education certificates within 20 days.
- b) Providing Licensee Information Over the Phone – There were no Board member comments.
- c) Verifying Lawful Presence – Mr. Baughman suggested steps be added to detail what documents Board staff should ask for if the driver’s license submitted does not meet the requirements.
- d) Complaint Handling – Ms. Whiteford stated that she felt she needed to edit complaint handling procedures and have the Board review them at the April meeting.

Ms. Whiteford stated that she would provide updated policies and procedures for approval at the April Board meeting.

**10) 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 informed the Board that she had not yet received the February cash flow report, but expected to be on course for having a positive cash flow at the end of the fiscal year.
  - ii) Review of Recent Board Staff Activities – Ms. Whiteford reported that there were no out of the ordinary Board staff activities in February.
- b) Administrative Project Status
  - i) Policies and Procedures – Ms. Whiteford stated that policies and procedure had been discussed earlier in the meeting.
  - ii) Board Automation (eLicensing) – Ms. Whiteford informed the Board that the Arizona Department of Financial Institutions would be added to the current Salesforce environment and that the user portal would be down nightly from 6:00 p.m. to 5:00 a.m. March 8 to March 17.
  - iii) CE Broker Implementation – Ms. Whiteford explained that the intent of CE Broker is to provide a way for licensees to track their continuing education. She further stated that licensees would not be required to use it.
  - iv) Proposed Rule Revisions – Ms. Whiteford stated that she had attempted to obtain an exemption from the rulemaking moratorium from the Governor’s office twice, but did not receive a response.

- v) Administrative Process Changes to Statutes – Ms. Whiteford informed the Board that she missed the deadline for obtaining a sponsor for a bill this legislative session. She also stated that this would have no effect on the upcoming continuation efforts.
- c) 2019 Legislative Session – Bills to Watch  
Ms. Whiteford summarized each of the following bills.
  - i) HB2569 – Occupational Licensing; Reciprocity; Ms. Whiteford explained that this bill allows licensing through reciprocity as long as the individual is in good standing and passed the BOC exam. Ms. Whiteford stated this bill contains similar requirements to military personnel.
  - ii) HB2660 – occupational regulation; prior conviction; applicability; Ms. Whiteford stated this would prevent a board from denying an application based upon the applicant having committed a felony more than 7 years ago, unless another law applies. Ms. Whiteford stated that she would monitor the bill, and this is not the final version.
  - iii) SB1062 – public disclosure; health professionals; address; Ms. Whiteford commented that this bill requires agencies to gather residential and business addresses for each person, and explained the opt-out provision and its’ potential impact on the e-Licensing system.
  - iv) SB1086 – health professions; temporary licensure; Ms. Whiteford commented that this bill pertains to temporary licenses, and the Board already has provisions for issuing temporary licenses for new applicants. Ms. Whiteford commented that this bill would add temporary licenses for reinstatements and renewals. Ms. Whiteford commented that this bill may impact the e-Licensing system, and that since licensing boards use that system, any programming changes would impact all boards.
- d) Sports Medicine Licensure Clarity Act  
This item was tabled until after item 12) Call to the Public.
- e) Arizona Athletic Trainers’ Association Lunch on the Lawn – 1700 West Washington Street, Phoenix, Arizona 85007, 11:00 a.m. through 2:00 p.m.  
Mr. Freas announce to the public that the Arizona Athletic Trainers’ Association Lunch on the Lawn would take place beginning at 11:00 a.m.

## **11) FUTURE AGENDA ITEMS**

Ms. Ingram asked that an item be added to the April agenda to review and discuss language on applications regarding disclosures.

## **12) CALL TO THE PUBLIC**

Laurie White from the Arizona Athletic Trainers’ Association invited Board members and staff to the Lunch on the Lawn.

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

- a) Sports Medicine Licensure Clarity Act  
Mr. Peterson moved the Board enter executive session to obtain legal advice. Ms. Ingram seconded the motion. The motion passed 4-0 with Mr. Freas, Mr. Peterson, Mr. Baughman, and Ms. Ingram voting aye. The Board entered executive session at 10:32 a.m. and returned to open session at 10:53 p.m.

March 7, 2019  
Athletic Training Board Meeting Minutes

**14) ADJOURNMENT**

Mr. Baughman moved the Board adjourn at 10:54 a.m. Mr. Peterson seconded the motion. The motion passed 4-0 with Mr. Freas, Mr. Peterson, Mr. Baughman, and Ms. Ingram voting aye.

Respectfully Submitted,

Karen Whiteford  
Executive Director