****

**ARIZONA BOARD OF ATHLETIC TRAINING**

**1740 West Adams Street, Suite 3407**

**Phoenix, Arizona 85007**

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**REGULAR SESSION MEETING MINUTES**

**July 1, 2019**

**Board Members Present:** Eric Freas, ATC – Chair

 Chuck Baughman, ATC – Vice-Chair

 Cheryl Ingram – Public Member

**Board Members Absent:** Bart Peterson, ATC – Athletic Trainer Member

 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 B

 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, and Cheryl Ingram

1. **DECLARATION OF CONFLICTS OF INTEREST**

No conflicts of interest were reported.

1. **DISCUSS, AMEND AND APPROVAL OF MINUTES**
	1. Regular Session Meeting Minutes of May 6, 2019

Mr. Baughman moved the Board approve the regular session meeting minutes of May 6, 2019. Ms. Ingram seconded the motion. The motion passed by roll call vote with all members present voting aye.

* 1. Executive Session Meeting Minutes of May 6, 2019, 9:40 a.m.

Mr. Baughman moved the Board approve the executive session meeting minutes of May 6, 2019 at 9:40 a.m. Ms. Ingram seconded the motion. The motion passed by roll call vote with all members present voting aye.

* 1. Executive Session Meeting Minutes of May 6, 2019, 10:04 a.m.

Ms. Ingram moved the Board approve the executive session meeting minutes of May 6, 2019 at 10:04 a.m. Mr. Baughman seconded the motion. The motion passed by roll call vote with all members present voting aye.

* 1. Regular Session Meeting Minutes of June 12, 2019

Mr. Baughman abstained from this item because he was not present at the June 12 meeting. Ms. Ingram moved Board approve the regular session meeting minutes of June 12, 2019. Mr. Peterson seconded the motion. The motion passed 2-1 by roll call vote with Mr. Freas and Ms. Ingram voting aye and Mr. Baughman abstaining.

1. **REVIEW FUTURE BOARD MEETING SCHEDULE**

There were no reported conflicts with the upcoming meeting dates.

* 1. August 5, 2019 – Webex
	2. September 9, 2019 – Webex
	3. October 7, 2019 – In-Person
1. **REVIEW, DISCUSSION, AND POSSIBLE ACTION - COMPLAINTS, HEARINGS, INVESTIGATIONS AND COMPLIANCE**
	1. Initial Review, Discussion, and Possible Action On Complaint

None

1. **CONSENT AGENDA: REVIEW, CONSIDERATION, AND POSSIBLE ACTION ON APPLICATIONS FOR LICENSURE**
	1. Initial Applications (20)

Mr. Baughman moved the Board approve the 20 initial applications. Ms. Ingram seconded the motion. The motion passed 3-0 by roll call vote with all members present voting aye.

| **Applicant: Last Name** | **Applicant First Name** |
| --- | --- |
| Bower | Jacqueline |
| Burwell | Matthew |
| Carpenter | Samantha |
| Costello | Sarah |
| Crewe | David |
| Denk | Natalie |
| Dunlavey | Bryan |
| Duszynski | Hannah |
| Fleming | Alexander |
| Gerez | Jared |
| Hamme | John |
| Harken | Sean |
| Hlavaty | Michael |
| Parrott | Makkel |
| Percival | Brandi |
| Plummer | Katherine |
| Powless | Karley |
| Quintana | Lusmer |
| Saltzman | Brianna |
| Van Damme | Courtney |

* 1. Renewal/Reinstatement Applications (43)

Mr. Baughman moved the Board approve the 43 renewal/reinstatement applications. Ms. Ingram seconded the motion. The motion passed 3-0 by roll call vote with all members present voting aye.

| **License Number** | **Applicant: Last Name** | **Applicant First Name** | **License Expiration Date** | **Application Type** |
| --- | --- | --- | --- | --- |
| ATR-001617 | Blake | John | 7/9/2019 | Renewal |
| ATR-008977 | Borden | Emily | 9/9/2019 | Renewal |
| ATR-001495 | Brazeal | Kyle | 7/10/2019 | Renewal |
| ATR-008917 | Brown | Emily | 7/1/2019 | Renewal |
| ATR-008918 | Chouinard | David | 7/2/2019 | Renewal |
| ATR-001210 | Cozzi | Arika | 8/4/2019 | Renewal |
| ATR-001315 | Delia | Donte | 8/3/2019 | Renewal |
| ATR-001621 | DeQuillfeldt | Paul | 7/9/2019 | Renewal |
| ATR-008954 | Eichhorst | Emily | 8/5/2019 | Renewal |
| ATR-001640 | Esposito | Max | 7/9/2019 | Renewal |
| ATR-001297 | Eubanks | Ryne | 7/6/2019 | Renewal |
| ATR-008922 | Evans | Cassidy | 7/2/2019 | Renewal |
| ATR-008955 | Fagan | Anna | 8/5/2019 | Renewal |
| ATR-001648 | Gatti | Melissa | 8/6/2019 | Renewal |
| ATR-001500 | Goettel | Kayleann | 7/10/2019 | Renewal |
| ATR-001463 | Harris | Jeremy | 7/1/2019 | Renewal |
| ATR-001623 | Hur | Jyae | 7/9/2019 | Renewal |
| ATR-008911 | Jemionek | Mischa | 6/3/2019 | Reinstatement |
| ATR-001601 | Krumholtz | Mark | 6/4/2019 | Reinstatement |
| ATR-000292 | Latta | Gregory | 6/1/2019 | Renewal |
| ATR-000137 | Lovelace | Daniel | 6/1/2019 | Renewal |
| ATR-000909 | Lowy | Tara | 6/1/2019 | Renewal |
| ATR-000403 | Madrid | Ray | 7/1/2019 | Renewal |
| ATR-000743 | Mainville Jr | Peter | 7/1/2019 | Renewal |
| ATR-000550 | McQueeney | Sean | 7/1/2019 | Renewal |
| ATR-000402 | Moore | Joshua | 7/1/2019 | Renewal |
| ATR-000083 | Neel | John | 7/1/2019 | Renewal |
| ATR-001508 | Nielsen | Jayson | 7/10/2019 | Renewal |
| ATR-001098 | Palmer | Rebekah | 8/1/2019 | Renewal |
| ATR-001641 | Pennington | Alisha | 7/9/2019 | Renewal |
| ATR-001417 | Powell | Tessa | 8/2/2019 | Renewal |
| ATR-001394 | Provenzano | Mia | 7/5/2019 | Renewal |
| ATR-001626 | Rheeder | Megan | 7/9/2019 | Renewal |
| ATR-001511 | Ritter | Katrina | 7/10/2019 | Renewal |
| ATR-000692 | Rushforth | Jessica | 9/1/2019 | Renewal |
| ATR-001396 | Severson | Logan | 7/5/2019 | Renewal |
| ATR-000069 | Sherlock | Mark | 9/1/2019 | Renewal |
| ATR-000949 | Sigwart | Clete | 9/1/2019 | Renewal |
| ATR-000355 | Southard | James | 9/1/2019 | Renewal |
| ATR-000928 | Stewart | Terricka | 8/5/2019 | Renewal |
| ATR-008940 | Storm | Deborah | 7/2/2019 | Renewal |
| ATR-001517 | Wade | Taylor | 7/10/2019 | Renewal |
| ATR-001209 | Wiser | Amber | 7/1/2019 | Renewal |

1. **REVIEW, CONSIDERATION, AND POSSIBLE ACTION ON APPLICATIONS FOR LICENSURE**
	1. Initial Applications – Board Review
		1. Antonio Carrasco – Disclosure and Deficient Application

Mr. Freas stated that the matter was tabled to the August Board meeting because Mr. Carrasco was not properly notified.

* + 1. Drew Lewis – Disclosure

Mr. Baughman moved the Board approve Mr. Lewis’ application. Ms. Ingram seconded the motion. The motion passed 3-0 with all members present voting aye.

* 1. Renewal Applications – Board Review
		1. None
	2. Renewal Applications – Board Members
		1. Bart Peterson – ATR-000060

Mr. Baughman moved the Board approve Mr. Peterson’s application. Ms. Ingram seconded the motion. The motion passed 3-0 with all members present voting aye.

* 1. Incomplete Applications:
		1. Incomplete Initial Applications

Mr. Freas asked Board staff if there were any concerns with the incomplete initial application. Ms. Jones stated that Mary Chapman’s and Sarah Mye’s applications were complete. Mr. Baughman moved the Board approve Ms. Chapman’s and Ms. Nye’s applications. Ms. Ingram seconded the motion. The motion passed 3-0 with all members present voting aye.

|  |  |  |
| --- | --- | --- |
| **Applicant: Last Name** | **Applicant First Name** | **Days in Current Status** |
| Alejandre | Dominic | 28 |
| Chapman | Mary | 4 |
| Iannicca | Jacqueline | 1 |
| Jelmini | Jacob | 25 |
| Lakebrink | Briana | 23 |
| Nye | Sarah | 7 |

* + 1. Incomplete Renewal/Reinstatement Applications

Ms. Jones stated that Jordan Ellis, Jennifer Gaudet, Ellen Lavin, Aaron Wengertsman, and Hannah Breck had submitted the remaining documents for their applications. Mr. Baughman moved the Board approve the five complete applications. Ms. Ingram seconded the motion. The motion passed 3-0 with all members present voting aye.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **License Number** | **Applicant: Last Name** | **Applicant First Name** | **License Expiration Date** | **Days in Current Status** |
| ATR-008971 | Eastland | Naomi | 8/5/2019 | 4 |
| ATR-008978 | Ellis\* | Jordan | 9/9/2019 | 11 |
| ATR-008923 | Gaudet\* | Jennifer | 7/2/2019 | 4 |
| ATR-008926 | Huddleston | Britney | 7/2/2019 | 11 |
| ATR-008929 | Lavin\* | Ellen | 7/2/2019 | 1 |
| ATR-008961 | Lewis | Chad | 8/5/2019 | 4 |
| ATR-001365 | Ostrander | Kathryn | 9/10/2019 | 10 |
| ATR-008969 | Wengertsman\* | Aaron | 8/5/2019 | 4 |
| ATR-008902 | Breck\* | Hannah | 5/6/2019 | 11 |

1. **REVIEW, DISCUSSION, AND POSSIBLE ACTION – BOARD BUSINESS AND REPORTS**
	1. Executive Director’s Report – Verbal Report and Discussion – No Action Required
		1. Financial Report

Ms. Whiteford reported that the financial report for June had not been received.

* + 1. Review of Recent Board Staff Activities

Ms. Whiteford stated that she will attend the BOC CARE conference on July 11.

* + 1. Statistics

Ms. Whiteford provided an update on the current licensee statistics.

* + - 1. 819 current licensees
			2. Five active consent agreements – Next item due 8/1/19
	1. Administrative Project Status
		1. Policies and Procedures

Ms. Whiteford stated that some policies and procedures will have to be revised as a result of the Auditor General’s follow-up report.

* + 1. Board Automation (eLicensing)

Ms. Whiteford reported that the eLicensing system will require programming changes as a result of the bills that passed in the recent legislative session.

* + 1. CE Broker Implementation

Ms. Whiteford stated that CE Broker is available for licensees but she will not post the communication on the Board’s website until Board staff is trained.

* + 1. Proposed Rule Revisions

Ms. Whiteford stated that she is working on the rule revisions. Additional changes will need to be made with temporary licensure and reciprocity bills.

* + 1. Administrative Process Changes to Statutes

Ms. Whiteford reported that she attempted to contact Senator Carter and Representative Barto with no response. She also stated that she has a meeting with one of the Governor’s advisors on July 2 and will ask for assistance.

* + 1. Implementation of Bills Passed in 2019 Legislative Session
			1. HB 2463 occupational regulations; licenses; communications; notice

Ms. Whiteford stated that this bill requires a notice be added to website and all communications regarding licensure by August 27, 2019.

* + - 1. HB 2569 occupational licensing; reciprocity

Ms. Whiteford informed the Board that she will meet with the Governor’s advisor on July 2 to get clarification on how to implement this new licensure type.

* + - 1. SB 1062 public disclosure; health professionals; address

Ms. Whiteford stated that this bill requires Boards to let licensees know that the address they list as their public address is visible to the public when they search for a licensee. The licensee must also be given the ability to opt out of having that address appear on the website. This will require changes to Salesforce.

* + - 1. SB 1096 health professions; temporary licensure

Ms. Whiteford stated that the Board already issues temporary licenses. The Board will have to decide if they want to grant the Executive Director the authority to approve licenses and, if they do, find out how to go about granting authority. This bill also requires the Board to approve/deny licenses within 30 days.

1. **FUTURE AGENDA ITEMS**

No items were suggested for the August 2019 Board meeting.

1. **CALL TO THE PUBLIC**

No members of the public stepped forward to speak.

1. **ADJOURNMENT**

Ms. Ingram moved the Board adjourn. Mr. Baughman seconded the motion. The motion passed 3-0 by roll call vote. The meeting adjourned at 9:50 a.m.

Respectfully Submitted,

Karen Whiteford

Executive Director