



ARIZONA BOARD OF ATHLETIC TRAINING  
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**REGULAR SESSION MEETING MINUTES**  
**September 11, 2017**

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

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

**Staff Present:** Karen Whiteford – Executive Director  
Kelsey Belone – Administrative Assistant

**Legal Staff Present:** Michael Saltz – Assistant Attorney General

1) **CALL TO ORDER** – 9:31 a.m.; Mr. Peterson called the telephonic meeting to order at 9:31 a.m.

2) **ROLL CALL**

The following Board members were present by telephone: Bart Peterson, Jennifer Fadeley, and Cheryl Ingram.

3) **DECLARATION OF CONFLICTS OF INTEREST**

There were no conflicts of interest reported.

Mr. Baughman joined the meeting at 9:32 a.m.

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

a) Regular Session Meeting Minutes of August 7, 2017

Ms. Ingram moved the Board approve the regular session meeting minutes of August 7, 2017.

Mr. Baughman seconded the motion. The motion passed 4-0

b) Executive Session Meeting Minutes of August 7, 2017, 10:28 a.m.

This item was tabled to the October 2 Board meeting.

c) Regular Session Meeting Minutes of August 7, 2017, 10:31 a.m.

This item was tabled to the October 2 Board meeting.

d) Special Meeting Minutes of August 21, 2017

This item was tabled to the October 2 Board meeting.

5) **REVIEW FUTURE BOARD MEETING SCHEDULE**

There were no schedule conflicts reported by the Board.

- a) October 2, 2017 – In-Person
- b) November 6, 2017 – Telephonic
- c) December 4, 2017 - Telephonic

**6) REVIEW, DISCUSSION, AND POSSIBLE ACTION - COMPLAINTS, HEARINGS, INVESTIGATIONS AND 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) Randall Cohen ATC Lic. # 0274, complaint number 15-AT-0274  
Ms. Whiteford reported that there was no change to Mr. Cohen’s status.
  - ii) Jeffrey Bodenhamer ATC Lic. #1447, complaint number 15-AT-1447  
Ms. Whiteford reported that there was no change to Mr. Bodenhamer’s status. The Board directed staff to send a reminder letter to Mr. Bodenhamer.
  - iii) Tyler Sullivan ATC Lic. #1421, complaint number 17-AT-1421  
Ms. Whiteford reported that there was no change to Mr. Sullivan’s status.
  - iv) Thomas Pruitt ATC Lic. #1583, complaint number 17-AT-1583  
Ms. Whiteford reported that there was no change to Mr. Pruitt’s status.
- d) Informal Interviews  
No informal interviews at this time.

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

Ms. Ingram noted that Amanda Borges and Alex Boron-Magulick were listed three times as renewal applications. Ms. Whiteford stated that she must have marked the top three rows of the table as header rows and that 68 is the correct number of renewal applications.

Mr. Baughman moved the Board approve the 8 initial applications and 68 renewal applications. Ms. Fadeley seconded the motion. The motion passed 4-0.

- a) Initial Applications (8)

First Name	Last Name	Comments
Kayla	Anderson	
Todd	Daniels	
Hannah	Gray	
Naomi	Hutchins	
Margaret	Johnson	
Caitlyn	Kirkpatrick	
Jordan	Light	
Leiza	O’Keeffe	
Keighley	Richardson	

- b) Renewal Applications (68)

Licens e #	First Name	Last Name	Status	Current License Expiration Date	Comments
1553	Amanda	Borges	Ready	10/2/2017	
1524	Alex	Boron-Magulick	Ready	8/7/2017	
1427	Carl	Clarizio III	Ready	9/13/2017	

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1547	Samuel	Cornell	Ready	9/11/2017	
1194	Kirby	Craft	Ready	7/7/2017	
0707	Kyle	Decker	Ready	9/12/2017	
1228	Emily	Dunning	Ready	9/8/2017	
1408	Perry	Edinger	Ready	8/2/2017	
1213	Cassidy	Edwards	Ready	8/4/2017	
1338	Marc	Eilers	Ready	10/5/2017	
1155	Jillian	Girdner	Ready	8/7/2017	
0622	Laura	Gomez	Ready	9/1/2017	
0951	Elisa	Guerra	Ready	10/5/2017	
1541	Matthew	Harder	Ready	9/11/2017	
1527	Joseph	Harvey	Ready	8/7/2017	
1543	Mallory	Hayes	Ready	9/11/2017	
1439	Toshiro	Hirano	Ready	10/4/2017	
1531	Maranda	Huff	Ready	8/7/2017	
1230	Micah	Johnson	Ready	9/8/2017	
0830	Stanley	Johnston	Ready	10/3/2017	
1554	Jupil	Ko	Ready	10/2/2017	
1331	Akira	Kondo	Ready	9/7/2017	
1332	Lauren	Krasner	Ready	9/7/2017	
1333	Monica	Lininger	Ready	9/7/2017	
1137	Caleb	Lionberger	Ready	8/7/2017	
0492	Jeffrey	O'Desky	Ready	8/1/2017	
0807	Michael	Palmer	Ready	9/7/2017	
0491	Neil	Pulver	Ready	9/13/2017	
0502	Don	Rackey	Ready	9/1/2017	
0863	Thomas	Reed	Ready	9/1/2017	
1551	Elizabeth	Rhodes	Ready	9/11/2017	
0080	Michael	Rich	Ready	9/1/2017	
0082	Lawrence	Rivero	Ready	9/1/2017	
0977	Janele	Roche	Ready	9/1/2017	
1039	Jessica	Rogo	Ready	9/1/2017	
0377	Carlos	Rue	Ready	9/1/2017	
0321	Lisa	Ruiz-Gonzales	Ready	9/1/2017	
0398	Jared	Rummage	Ready	9/1/2017	
1550	Matthew	Rysdyk	Ready	9/11/2017	
1545	Quinton	Sawyer	Ready	9/11/2017	
0369	Joanne	Scandura	Ready	9/1/2017	
0524	Joshua	Schmidt	Ready	9/1/2017	
0588	Terra	Schmidt	Ready	9/1/2017	
0493	Melissa	Schneider	Ready	9/1/2017	
0672	Jeffrey	Schrock	Ready	9/1/2017	
0178	Cynthia	Seminoff	Ready	9/1/2017	
1042	Lindsey	Shepherd	Ready	9/1/2017	
0069	Mark	Sherlock	Ready	9/1/2017	
1159	Amy	Shipp	Ready	9/1/2017	
0825	Joseph	Silvey	Ready	9/1/2017	
0044	John	Sing	Ready	9/1/2017	
0355	James	Southard	Ready	9/1/2017	
0983	Gregory	Spence	Ready	9/1/2017	

0340	Alicia	Steele	Ready	9/1/2017	
1144	Ann	Stevens	Ready	9/1/2017	
0680	Andrew	Stover	Ready	9/1/2017	
0151	Glen	Stratton	Ready	9/1/2017	
0485	Tetsuro	Sueyoshi	Ready	9/1/2017	
0750	Nicole	Sweer	Ready	9/1/2017	
0038	Scott	Takao	Ready	10/1/2017	
0478	Anna	Thatcher	Ready	10/1/2017	
1023	Connie	Tillmans	Ready	10/1/2017	
1556	Isaac	Trujillo	Ready	10/2/2017	
1335	Steven	Upham	Ready	9/7/2017	
1429	Taylor	Vennard	Ready	9/13/2017	
1557	Richelle	Williams	Ready	10/2/2017	
1539	Sheena	Wilson	Ready	9/11/2017	
1236	Samantha	Yeoman	Ready	9/8/2017	

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

a) Initial Applications – Board Review

i) Alyssa Fredericks – Disclosure

Ms. Fadeley moved the Board approve Ms. Fredericks’ initial license application. Mr. Baughman seconded the motion. The motion passed 4-0.

b) Renewal Applications – Board Review

i) Jessica Caselden – Reinstatement

Mr. Baughman moved the Board approve Ms. Caselden’s reinstatement. Ms. Fadeley seconded the motion. The motion passed 4-0.

ii) Kimberly Hansen – Disclosure

Ms. Whiteford provided details of Ms. Hansen’s disclosure and stated that her disclosure will be reviewed at the October Board meeting. Mr. Baughman moved the Board table the review of Ms. Hansen’s renewal application until the October Board meeting. Ms. Ingram seconded the motion. Mr. Saltz recommended reviewing the renewal application at the current meeting and the complaint at the October meeting. Mr. Baughman withdrew his motion to table the review of Ms. Hansen’s renewal application. Ms. Ingram withdrew her second. Mr. Baughman moved to approve Ms. Hansen’s renewal application. Ms. Ingram seconded the motion. The motion passed 3-1, with Ms. Fadeley opposing.

iii) Miranda Higgins – Disclosure

Ms. Whiteford informed the Board that Ms. Higgins’ renewal application was originally reviewed at the August Board meeting and that the Board had requested additional information regarding her conviction. Ms. Whiteford further stated that Ms. Higgins withdrew her application because she was moving out of state. Ms. Fadeley requested Ms. Higgins’ failure to disclose be reviewed at the October Board meeting.

iv) Casey Jewett – Reinstatement

Following review and discussion, Mr. Baughman moved the Board approve Mr. Jewett’s reinstatement and direct Board staff to send Mr. Jewett a confidential advisory letter regarding timely renewal of licensure. Ms. Fadeley seconded the motion. The motion passed 4-0.

v) Hailey Kaus – Reinstatement

Mr. Baughman moved the Board approve Ms. Kaus' reinstatement. Ms. Fadeley seconded the motion. The motion passed 4-0.

vi) Nicole Perkins – Reinstatement

Ms. Ingram moved the Board approve Ms. Perkins' reinstatement. Mr. Baughman seconded the motion. The motion passed 4-0.

vii) Lisa Stobierski – Reinstatement

Mr. Baughman moved the Board approve Ms. Stobierski's reinstatement. Ms. Ingram seconded the motion. The motion passed 4-0.

c) Incomplete Initial Applications: (Missing Documents)

If Board Staff receives the missing document(s), the Board may review, consider, and take action on the following applications:

First Name	Last Name	Deficiency Letter Sent	Application Expires	Comments
Stephen	Dolan	8/29/2017	12/27/2017	Needs Set of Fingerprints, 2 recommendations, Verification of New Jersey PT License.
Donald	Fuller	8/24/2017	12/22/2017	Needs Official Transcripts
Christopher	Granger	8/31/2017	12/29/2017	Needs Official Transcripts

Mr. Peterson asked Board staff if there were any issues with the incomplete initial applications. Ms. Whiteford responded that there were no issues.

d) Incomplete Renewal Applications: (Missing Documents)

If Board Staff receives the missing document(s), the Board may review, consider, and take action on the following applications:

License Number	First Name	Last Name	Current License Expiration Date	Deficiency Letter Sent	Application Expires	Comments
1478	Adrian	Pettaway	4/3/2017	4/24/2017	8/22/2017	Needs Reinstatement Fee Emails were sent 7/17, 8/2, 8/15, 8/22, and 8/31.

Ms. Whiteford stated that Mr. Pettaway's application expired on August 22. Mr. Peterson asked where Mr. Pettaway is employed. Mr. Baughman stated that Mr. Pettaway currently works for the Cubs in the Dominican Republic. Ms. Whiteford stated that Board staff would send Mr. Pettaway a letter notifying him that his license expired and he would need to reapply. Mr. Baughman stated that he may not need to reapply if he is licensed in another state. Mr. Baughman asked about the possibility of sending license expiration letters to employers. Ms. Whiteford added this to item 10) Future Agenda Items.

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

a) Executive Director's Report – Verbal Report and Discussion – No Action Required

Ms. Whiteford provided a verbal report. No Board action was required.

i) Financial Report

ii) Review Recent Board Staff Activities

b) Administrative Project Status

i) Policies and Procedures – No update.

ii) 2019 Sunset Review – Ms. Whiteford reported that she expects to receive a letter regarding the 2019 Sunset Review by the end of the year.

iii) Board Automation (eLicensing) – Ms. Whiteford reported that the project continues to move forward, with an upcoming meeting on September 13.

- iv) Mandatory Board Member Training – Ms. Whiteford stated that Mr. Freas, Mr. Peterson, and Mr. Baughman have 1.75 hours remaining and Ms. Fadeley has 7.3 hours remaining.
  - v) Compliance with Executive Order 2017-02 Results of Survey To-Date – Ms. Whiteford stated that she submitted the report to the Governor’s office on September 1, as required.
  - vi) Five Year Rule Review – No update.
  - vii) WebEx Implementation – Ms. Whiteford stated that WebEx would be replaced by the equivalent in Google Suite.
- c) Status of Implementation of HB2372 Public Benefits; Fee Waivers; Requirements – Ms. Whiteford stated that agencies are having difficulties finding a way to implement the fee waiver without violating their own statutes. She suggested that the current option is to have Board staff determine eligibility. The Board directed staff to notify the Board if the workload is too much.
  - d) Fiscal Year 2019 Budget – Ms. Whiteford reported that the FY19 budget was submitted on September 1.
  - e) Staff Compensation – Ms. Whiteford reported that a compensation increase was requested in the FY19 budget. If the increase is approved the Board may discuss the increase at a future Board meeting, provided Board staff is properly noticed.
  - f) Relocation of Staff Office to 1740 W. Adams – Ms. Whiteford reported that the move project continues to move forward.
  - g) Google Suite Migration – Ms. Whiteford informed the Board that, at the direction of the Arizona Department of Administration, staff would migrate to Google Suite before moving to 1740 W. Adams.
  - h) ProTrainings LLC ProCPR Course Review and Approval/Disapproval to Be Listed as an Approved Provider on Website – No motion was made regarding this item. Mr. Baughman directed Board staff to obtain information from ProTrainings regarding the list of skills checked in the video portion of the course.
  - i) Laser Registration Requirement – At the August 7, 2017, Board meeting, Mr. Baughman requested the Board discuss Florida’s laser registration requirement and determine if this is a requirement in Arizona. Ms. Whiteford stated that it may be a requirement in Arizona, depending on the type of equipment and that athletic trainers should contact the Arizona Radiation Regulatory Agency for further information.

**10) FUTURE AGENDA ITEMS**

- a) Expired license letter to employers
- b) Board Member Training
- c) Electronic communication to applicants and licensees

**11) CALL TO THE PUBLIC**

Christopher Granger spoke via telephone. Mr. Granger stated that he believed Board staff should communicate electronically with applicants and licensees so that notifications are received in a timelier manner.

**12) ADJOURNMENT**

There being no further business before the Board, the meeting adjourned at 10:46 a.m.

Respectfully Submitted,

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Karen Whiteford  
Executive Director