



ARIZONA BOARD OF ATHLETIC TRAINING  
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**REGULAR SESSION MEETING MINUTES**  
**November 6, 2017**

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

**Board Members Absent:** None

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

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

1) **CALL TO ORDER** – 9:32 a.m.; Mr. Freas called the meeting to order at 9:32 a.m.

2) **ROLL CALL**

The following Board members were present via WebEx: Eric Freas, Bart Peterson, Chuck Baughman, Jennifer Fadeley, and Cheryl Ingram.

3) **DECLARATION OF CONFLICTS OF INTEREST**

There were no conflicts of interest reported.

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

a) Regular Session Meeting Minutes of October 2, 2017

Mr. Baughman moved the Board approve the regular session meeting minutes of October 2, 2017.

Mr. Peterson seconded the motion. The motion passed 5-0

b) Executive Session Meeting Minutes of October 2, 2017

Mr. Peterson moved the Board approve the executive session meeting minutes of October 2, 2017. Mr. Baughman seconded the motion. The motion passed 5-0

5) **REVIEW FUTURE BOARD MEETING SCHEDULE**

There were no reported conflicts with the future meeting schedule.

a) December 4, 2017 – Telephonic

b) January 8, 2018 – In-Person (1740 W. Adams)

c) February 5, 2018 – 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) Review, Discussion, and Possible Action of Whether or Not to Open a Complaint
  - i) Miranda Higgins – AT #1412  
Ms. Whiteford provided a summary and timeline of Ms. Higgins’ application submission. Following discussion, Mr. Baughman moved the Board not open a complaint against Ms. Higgins. Ms. Ingram seconded the motion. The motion passed 5-0.
- c) Open Complaints and Investigations  
None
- d) Status of Compliance with Board Order/Approval of Board Ordered CE
  - i) Randall Cohen AT # 0274, complaint number 15-AT-0274 – No change in status.
  - ii) Jeffrey Bodenhamer AT #1447, complaint number 15-AT-1447 – No change in status.
  - iii) Tyler Sullivan AT #1421, complaint number 17-AT-1421 – No change in status.
  - iv) Thomas Pruitt AT #1583, complaint number 17-AT-1583 – No change in status.
  - v) Renita Wheeler, 17-AT-1683 – Ms. Whiteford reported that Ms. Wheeler’s consent agreement was executed on 10/12/17.
  - vi) Christopher Granger, 17-AT-1677 – Ms. Whiteford stated that Mr. Granger’s consent agreement and civil penalty were received on 10/10/17. The consent agreement was executed on 10/12/17. All consent agreement requirements have been met.
- e) Informal Interviews  
No informal interviews at this time.

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

Mr. Peterson moved the Board approval all applications on the consent agenda. Mr. Baughman seconded the motion. The motion passed 5-0.

- a) Initial Applications (8)

| First Name | Last Name | Comments |
|------------|-----------|----------|
| Matthew    | Amos      |          |
| Lauren     | Dodson    |          |
| Stephen    | Dolan     |          |
| Brandon    | Fritz     |          |
| Sierra     | Fultz     |          |
| Jay        | Martinez  |          |
| Adam       | Raikes    |          |
| Soichiro   | Shiota    |          |

- b) Renewal Applications (36)

| Licens e # | First Name | Last Name   | Status | Current License Expiration Date | Comments |
|------------|------------|-------------|--------|---------------------------------|----------|
| 1552       | Jennifer   | Ach         | Ready  | 10/2/2017                       |          |
| 1246       | Michael    | Blankenship | Ready  | 11/3/2017                       |          |
| 1438       | Joy        | Bridges     | Ready  | 10/4/2017                       |          |
| 1559       | Chelsea    | Falconer    | Ready  | 11/6/2017                       |          |
| 1348       | Daniel     | Gundy       | Ready  | 11/2/2017                       |          |

November 6, 2017  
Board Meeting Minutes

|      |             |           |       |           |  |
|------|-------------|-----------|-------|-----------|--|
| 1339 | Brennen     | Hodge     | Ready | 11/7/2017 |  |
| 1341 | Lamar       | Innes     | Ready | 10/5/2017 |  |
| 1560 | Natalie     | Jennings  | Ready | 11/6/2017 |  |
| 0586 | Mark        | Kyger     | Ready | 10/3/2017 |  |
| 1145 | Emily       | Markle    | Ready | 11/1/2017 |  |
| 1251 | Michael     | McNulty   | Ready | 12/1/2017 |  |
| 1249 | Kevin       | Orloski   | Ready | 11/3/2017 |  |
| 1349 | Robert      | Perry     | Ready | 11/2/2017 |  |
| 1054 | Trevor      | Rice      | Ready | 10/5/2017 |  |
| 1235 | Scott       | Ross      | Ready | 11/2/2017 |  |
| 1441 | Meagan      | Semore    | Ready | 11/2/2017 |  |
| 1090 | David       | Smith     | Ready | 11/7/2017 |  |
| 1345 | Nicholas    | Stein     | Ready | 10/5/2017 |  |
| 0984 | Selena      | Taegel    | Ready | 10/1/2017 |  |
| 0648 | Jacob       | Tafoya    | Ready | 10/1/2017 |  |
| 0488 | Joseph      | Tarantino | Ready | 11/2/2017 |  |
| 0809 | Bradley     | Tedder    | Ready | 10/1/2017 |  |
| 1445 | Joseph      | Trujillo  | Ready | 11/1/2017 |  |
| 0409 | Kyle        | Turner    | Ready | 10/1/2017 |  |
| 0011 | John        | Valencia  | Ready | 11/1/2017 |  |
| 0536 | Alison      | Valier    | Ready | 11/1/2017 |  |
| 0861 | Gretchen    | Wagnitz   | Ready | 11/1/2017 |  |
| 0110 | Jennifer    | Waltrip   | Ready | 11/1/2017 |  |
| 1057 | Brandon     | Warner    | Ready | 11/1/2017 |  |
| 1058 | Christopher | Wells     | Ready | 11/1/2017 |  |
| 0115 | Christopher | White     | Ready | 11/1/2017 |  |
| 0136 | Laurie      | White     | Ready | 11/1/2017 |  |
| 0813 | Renee       | Williams  | Ready | 11/1/2017 |  |
| 1449 | Sarah       | Williams  | Ready | 12/6/2017 |  |
| 0670 | Amanda      | Wilson    | Ready | 11/1/2017 |  |
| 0790 | Courtney    | Woodward  | Ready | 11/1/2017 |  |

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

- a) Initial Applications – Board Review  
None
- b) Renewal Applications – Board Review
  - i) Claudia Costin – Reinstatement – Mr. Peterson moved the Board approve Ms. Costin’s renewal and issue a confidential advisory letter regarding timely renewal of licensure. Mr. Baughman seconded the motion. The motion passed 5-0.
  - ii) Jesse Guffey – Reinstatement – Mr. Baughman moved the Board approve Mr. Guffey’s renewal. Mr. Peterson seconded the motion. The motion passed 5-0.
  - iii) William Sinon – Reinstatement – Mr. Baughman moved the Board approve Mr. Sinon’s renewal and issue a confidential advisory letter regarding timely renewal of licensure. Mr. Peterson seconded the motion. The motion passed 5-0.
  - iv) Lindie Spargo – Reinstatement – Mr. Baughman moved the Board approve Ms. Spargo’s renewal. Mr. Peterson seconded the motion. The motion passed 5-0.
- c) Incomplete Initial Applications: (Missing Documents)  
None

- d) Incomplete Renewal Applications: (Missing Documents)  
None

**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 – No update.
  - iii) Board Automation (eLicensing) – Ms. Whiteford stated that the project is in week 7 of 18 and is progressing.
  - iv) Mandatory Board Member Training – No update.
  - v) Five Year Rule Review – No update.
- c) Volunteer Registration – Ms. Whiteford gave background information regarding the requirement to offer volunteer registration and stated that the application would be posted on the Board’s website.
- d) Relocation of Staff Office to 1740 W. Adams – Ms. Whiteford stated that the move is on schedule.
- e) Google Suite Migration – Ms. Whiteford stated that Board staff’s migration to Google Suite is scheduled for November 20, 2017.
- f) Expired License Letter to Employers – Following discussion, the Board decided not to pursue notifying employers of licenses that are about to expired or that have expired.

**10) FUTURE AGENDA ITEMS**

Mr. Freas requested that an item to discuss the upcoming 2019 sunset audit be added to the December agenda.

**11) CALL TO THE PUBLIC**

No members of the public stepped forward to comment.

**12) ADJOURNMENT**

Mr. Freas moved the Board adjourn. Mr. Baughman seconded the motion. The motion passed 5-0. The meeting adjourned at 9:55 a.m.

Respectfully Submitted,

Karen Whiteford  
Executive Director