****

**ARIZONA BOARD OF ATHLETIC TRAINING**

**1740 West Adams Street, Suite 3407**

**Phoenix, Arizona 85007**

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**REGULAR SESSION MEETING MINUTES**

**January 14, 2018**

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

Bart Peterson, ATC – Vice-Chair

Chuck Baughman, ATC – Athletic Trainer Member

Jennifer Fadeley – Public Member (by telephone)

**Board Members Absent:** Cheryl Ingram – Public Member

**Staff Present:** Karen Whiteford – Executive Director

 Amber Jones – Administrative Assistant

**Legal Staff Present:** Michael Raine – Assistant Attorney General (at 9:35 a.m.)

**Location:** 1740 West Adams Street, Board Room B

 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, Bart Peterson, Charles Baughman, and Jennifer Fadeley (by telephone)

1. **DECLARATION OF CONFLICTS OF INTEREST**

There were no conflicts of interest reported.

1. **DISCUSS, AMEND AND APPROVAL OF MINUTES**
	1. Regular Session Meeting Minutes of December 3, 2018

Mr. Baughman stated there were two different times listed in the Call to Order and that there should be an additional executive session from November 5, 2018, for review. The Board tabled the review of meeting minutes until the February 2019 meeting.

1. **REVIEW FUTURE BOARD MEETING SCHEDULE**

No conflicts with the future Board meeting schedule were reported.

* 1. February 4, 2019 – Webex
	2. March 4, 2019 – Webex
	3. April 1, 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**

Mr. Peterson moved the Board approve the 6 initial and 66 renewal applications. Mr. Baughman seconded the motion. The motion passed 4-0 with Mr. Freas, Mr. Peterson, Mr. Baughman, and Ms. Fadeley voting aye.

* 1. Initial Applications (6)

|  |  |  |
| --- | --- | --- |
| **Applicant First Name** | **Applicant: Last Name** | **Intake Method** |
| Brittney | Kato | Portal |
| Tung-Lin | Li | Portal |
| Zachary | Martindale | Portal |
| Mariah | Morrison | Portal |
| Emma | Nettles | Portal |
| Caitlin | Reiner | Portal |

* 1. Renewal Applications (66)

| **Applicant First Name** | **Applicant: Last Name** | **License Number** | **License Expiration Date** | **Intake Method** |
| --- | --- | --- | --- | --- |
| Daniel | Accola | ATR-001453 | 2/1/2019 | Portal |
| Jennifer | Adams | ATR-000096 | 1/1/2019 | Portal |
| Fernando | Alvidrez | ATR-000437 | 1/1/2019 | Portal |
| John | Anderson | ATR-001149 | 1/1/2019 | Portal |
| Natasha | Anderson | ATR-000929 | 1/1/2019 | Portal |
| R. | Anderson | ATR-000001 | 1/1/2019 | Paper |
| Brent | Appel | ATR-001253 | 2/2/2019 | Portal |
| Christy | Armstrong | ATR-001024 | 1/1/2019 | Portal |
| Travis | Armstrong | ATR-001025 | 1/1/2019 | Portal |
| Steven | Baca | ATR-000899 | 1/1/2019 | Paper |
| Jeffrey | Barlow | ATR-000900 | 1/1/2019 | Portal |
| Cory | Barton | ATR-000570 | 1/1/2019 | Portal |
| Matthew | Beauregard | ATR-001018 | 1/1/2019 | Portal |
| Tina | Benally | ATR-000262 | 1/1/2019 | Portal |
| Robb | Blackaby | ATR-000533 | 1/1/2019 | Portal |
| Carrie | Blackburn | ATR-000125 | 1/1/2019 | Portal |
| Matthew | Blackburn | ATR-000118 | 1/1/2019 | Portal |
| Felix | Blanco | ATR-000439 | 1/1/2019 | Portal |
| Brandon | Blascak | ATR-001696 | 12/3/2018 | Portal |
| Anne | Blazek | ATR-000013 | 1/1/2019 | Portal |
| Jeffrey | Bodenhamer | ATR-001447 | 12/14/2018 | Portal |
| Michael | Boese | ATR-000261 | 1/1/2019 | Portal |
| Leann | Boone | ATR-000363 | 1/1/2019 | Portal |
| Laurenthia | Bowling | ATR-000198 | 1/1/2019 | Portal |
| Michael | Boysen | ATR-000282 | 1/1/2019 | Portal |
| Adam | Brewer | ATR-001697 | 1/7/2019 | Portal |
| Nathan | Brooks | ATR-000795 | 1/1/2019 | Portal |
| JD | Burgess | ATR-000194 | 1/1/2019 | Portal |
| Christopher | Candia | ATR-000634 | 2/1/2019 | Portal |
| Benjamin | Carbajal | ATR-000017 | 2/1/2019 | Portal |
| Mickey | Clarizio | ATR-000436 | 2/1/2019 | Portal |
| Robert | Clary | ATR-000066 | 2/1/2019 | Portal |
| Nicholas | Coberly | ATR-001694 | 12/3/2018 | Portal |
| Deborah | Craig | ATR-000406 | 2/1/2019 | Portal |
| Roger | Darrow | ATR-001045 | 2/1/2019 | Portal |
| Daniel | Dell'Omo | ATR-000106 | 2/1/2019 | Portal |
| Ronald | Delucia | ATR-000469 | 2/1/2019 | Portal |
| Sammy | Diaz | ATR-001027 | 2/1/2019 | Portal |
| Michael | Dickey | ATR-000889 | 2/1/2019 | Portal |
| Kaitlyn | DiJohn | ATR-001562 | 1/8/2019 | Portal |
| Jason | Dorsch | ATR-000846 | 2/1/2019 | Portal |
| Danelle | Dykstra Wade | ATR-000663 | 2/1/2019 | Portal |
| Zachary | Fandrich | ATR-001448 | 12/6/2018 | Portal |
| Brandon | Fritz | ATR-001687 | 11/5/2018 | Portal |
| Michelle | Grover | ATR-000121 | 1/28/2019 | Portal |
| Anna | Gutierrez | ATR-001457 | 2/1/2019 | Portal |
| Wade | Hebrink | ATR-001575 | 2/5/2019 | Portal |
| Bradley | Herman | ATR-001564 | 1/8/2019 | Portal |
| Marilyn | Kaminski | ATR-000442 | 4/1/2017 | Paper |
| Justin | Kemp | ATR-001355 | 2/2/2019 | Portal |
| Hyeon | Kim | ATR-001699 | 1/7/2019 | Portal |
| Dawn | Lauer | ATR-001104 | 1/1/2019 | Portal |
| Tonja | Lueders | ATR-001571 | 2/5/2019 | Portal |
| Marisa | Medrano | ATR-000601 | 2/1/2019 | Portal |
| Stuart | Nichols | ATR-001570 | 2/5/2019 | Portal |
| Kayla | Pearce | ATR-001458 | 2/1/2019 | Portal |
| Cecilie | Pirronello | ATR-001459 | 2/1/2019 | Portal |
| Kayla | Pollack | ATR-001078 | 1/1/2019 | Paper |
| Juan | Prieto | ATR-001353 | 2/14/2019 | Portal |
| Taylor | Sackett | ATR-001549 | 12/3/2018 | Portal |
| Bronson | Santillan | ATR-001572 | 2/5/2019 | Portal |
| Suzie | Squires | ATR-001105 | 1/1/2019 | Portal |
| Senecca | Stromberg | ATR-001125 | 1/1/2019 | Portal |
| Angela | Tauer | ATR-001695 | 12/3/2018 | Paper |
| Sarah | Williams | ATR-001449 | 12/6/2018 | Paper |
| Junko | Yazawa | ATR-001121 | 12/1/2018 | Portal |

Michael Raine joined the meeting at 9:35 a.m.

1. **REVIEW, CONSIDERATION, AND POSSIBLE ACTION ON APPLICATIONS FOR LICENSURE**
	1. Initial Applications – Board Review
		1. George Williams – Disclosure

Ms. Whiteford stated that Mr. Williams was applying for a new license because his previous license expired on 11/01/2014, which was more than three years ago. Ms. Whiteford further stated that Mr. Williams disclosed an arrest as part of this initial application. This arrest occurred in November of 2012, and should have been reported to the Board at that time. Mr. Baughman moved the Board go into executive session for legal advice. Mr. Peterson seconded the motion. The motion passed 4-0 with Mr. Freas, Mr. Peterson, Mr. Baughman, and Ms. Fadeley voting aye. The Board entered executive session at 9:36 a.m.

The Board returned to open session at 9:48 a.m. Mr. Baughman recused himself from the matter. Ms. Fadeley asked what the verbiage was on Mr. Williams’ last renewal application regarding reporting arrests. Ms. Whiteford read the verbiage that included, “Since your license was granted or your last renewal, whichever is later, have you been arrested…” Mr. Peterson moved the Board offer Mr. Williams a license based on an executed consent agreement, to include one year of probation for non-disclosure, which is a violation of A.R.S. § 32-3208, and a stipulation that if Mr. Williams does not accept the consent agreement within 30 days, the matter will move to a formal hearing to deny the license. Ms. Fadeley stated she felt the arrest was not reportable and that a one-year probation is not consistent with actions taken against others in the same situation in the past. Mr. Peterson stated he was open to an amendment. Ms. Fadeley moved the Board amend the term of probation to six months. Mr. Peterson accepted the amendment. Ms. Fadeley seconded the amended motion. The motion passed 3-0-1 with Mr. Freas, Mr. Peterson, Mr. Baughman, and Ms. Fadeley voting aye and Mr. Baughman recusing.

* 1. Renewal Applications – Board Review
		1. Kaitlyn Bowen, ATR-001561 – Disclosure

Mr. Baughman moved the Board approve Ms. Bowen’s renewal application. Mr. Peterson seconded the motion. The motion passed 4-0 with Mr. Freas, Mr. Peterson, Mr. Baughman, and Ms. Fadeley voting aye.

* 1. Incomplete Applications:

Mr. Freas asked Ms. Whiteford if there were any incomplete applications the Board should be concerned with. Ms. Whiteford stated that there were not.

* + 1. Incomplete Initial Applications

|  |  |  |  |
| --- | --- | --- | --- |
| **Applicant First Name** | **Applicant: Last Name** | **Days in Current Status** | **Intake Method** |
| Stephen | Stewart | 96 | Portal |

* + 1. Incomplete Renewal/Reinstatement Applications

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Applicant First Name** | **Applicant: Last Name** | **License Number** | **Days in Current Status** | **Intake Method** | **License Expiration Date** | **Application Type** |
| Angel | Locke | ATR-000986 | 71 | Portal | 11/1/2018 | Renewal  |
| Johanna | Urquijo | ATR-001354 | 1 | Portal | 2/6/2019 | Renewal  |
| Brett | Walker | ATR-001252 | 22 | Portal | 1/5/2019 | Renewal  |
| Scott | Barringer | ATR-001237 | 22 | Portal | 10/6/2016 | Reinstatement  |
| Jordan | Light | ATR-001673 | 8 | Portal | 9/10/2018 | Reinstatement  |

1. **REVIEW, DISCUSSION, AND POSSIBLE ACTION – BOARD BUSINESS AND REPORTS**
	1. Election of Board Officers

Mr. Freas tabled the election to later in the meeting.

* + 1. Chair
		2. Vice-Chair
	1. 2018 Board Statistics

Ms. Whiteford read the statistics below. No Board action was taken.

* + 1. Applications Processed – 791
		2. Complaints Processed – 7
		3. Dismissed – 3
		4. Non-Discipline – 1
		5. Discipline – 2
		6. Open - 1
	1. Executive Director’s Report – Verbal Report and Discussion – No Action Required

Ms. Whiteford provided a verbal report of items 9)c)i) and 9)c)ii). No Board action was taken.

* + 1. Financial Report
		2. Review of Recent Board Staff Activities
	1. Administrative Project Status

Ms. Whiteford provided a verbal report of items 9)d)i) and 9)d)ii). No Board action was taken.

* + 1. Policies and Procedures
		2. Board Automation (eLicensing)
	1. Update on Request for Exemption from Rulemaking

Ms. Whiteford stated she sent the request for exemption to the Governor’s office and was waiting for a response.

1. **REVIEW, DISCUSS, AND POSSIBLE ACTION REGARDING SEEKING AN EXEMPTION AND INITIATING A RULE PACKAGE TO REDUCE THE REINSTATEMENT FEE AND DUPLICATE LICENSE FEE.**

Ms. Whiteford stated she included the fee reduction in the exemption request that was sent to the Governor’s office and was waiting for a response.

1. **REVIEW, DISCUSSION, AND POSSIBLE ACTION – BOARD BUSINESS AND REPORTS**
	1. Election of Board Officers
		1. Chair

Mr. Baughman moved the Board approve Mr. Freas as Board Chair. Mr. Peterson seconded. Following review and discussion the motion passed by roll call vote.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Mr. Freas | Mr. Peterson | Mr. Baughman | Ms. Fadeley | Ms. Ingram |
| Yay | X | X | X | X |  |
| Nay |  |  |  |  |  |
| Recused |  |  |  |  |  |
| Abstained |  |  |  |  |  |
| Absent |  |  |  |  | X |

* + 1. Vice-Chair

Mr. Peterson moved the Board approve Mr. Baughman as Vice-Chair. Mr. Freas seconded the motion. Following review and discussion the motion passed by roll call vote.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Mr. Freas | Mr. Peterson | Mr. Baughman | Ms. Fadeley | Ms. Ingram |
| Yay | X | X | X | X |  |
| Nay |  |  |  |  |  |
| Recused |  |  |  |  |  |
| Abstained |  |  |  |  |  |
| Absent |  |  |  |  | X |

1. **FUTURE AGENDA ITEMS**

There were no requests for future agenda items.

1. **CALL TO THE PUBLIC**

No members of the public stepped forward to speak.

1. **ADJOURNMENT**

Mr. Peterson moved the Board adjourn at 10:14 a.m. Mr. Baughman seconded the motion. The motion passed 4-0 with Mr. Freas, Mr. Peterson, Mr. Baughman, and Ms. Fadeley voting aye.

Respectfully Submitted,

Karen Whiteford

Executive Director