****

**ARIZONA BOARD OF ATHLETIC TRAINING**

**1740 West Adams Street, Suite 3407**

**Phoenix, Arizona 85007**

**(602) 589-6337**

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**at.info@otboard.az.gov**

**REGULAR SESSION MEETING MINUTES**

**August 6, 2018**

**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

**Location:** 1740 West Adams Street, Conference Room 1024

 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 via WebEx: Eric Freas, Charles Baughman, Bart Peterson, Jennifer Fadeley, and Cheryl Ingram.

1. **DECLARATION OF CONFLICTS OF INTEREST**

There were no reported conflicts of interest.

9:33 a.m. – Jennifer Fadeley was dropped from the WebEx meeting.

1. **CONSENT AGENDA: DISCUSS, AMEND AND APPROVAL OF MINUTES**

Mr. Baughman moved the Board approve the meeting minutes listed below. Mr. Peterson seconded the motion. 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. Regular Session Meeting Minutes of June 4, 2018
	2. Executive Session Meeting Minutes of June 4, 2018 at 9:36 a.m.
	3. Executive Session Meeting Minutes of June 4, 2018 at 9:55 a.m.
	4. Executive Session Meeting Minutes of June 4, 2018 at 10:32 a.m.
	5. Executive Session Meeting Minutes of June 4, 2018 at 10:49 a.m.
	6. Executive Session Meeting Minutes of June 4, 2018 at 11:03 a.m.
	7. Regular Session Meeting Minutes of July 2, 2018
	8. Executive Session Meeting Minutes of July 2, 2018 at 9:49 a.m.
	9. Executive Session Meeting Minutes of July 2, 2018 at 10:09 a.m.
	10. Executive Session Meeting Minutes of July 2, 2018 at 11:46 a.m.
1. **REVIEW FUTURE BOARD MEETING SCHEDULE**
	1. September 10, 2018 – WebEx – Ms. Ingram stated she cannot attend the September meeting.
	2. October 1, 2018 – In-Person
	3. November 5, 2018 – Webex
2. **REVIEW, DISCUSSION, AND POSSIBLE ACTION - COMPLAINTS, HEARINGS, INVESTIGATIONS AND COMPLIANCE**
	1. Initial Review, Discussion, and Possible Action On Complaint
		1. None
	2. Status of Compliance with Board Order/Approval of Board Ordered CE

Ms. Whiteford reported that all licensees were in compliance with their Board orders.

* + 1. Randall Cohen, AT #0274, complaint number 15-AT-0274
		2. Renita Wheeler, AT #1683, complaint number 17-AT-1683
		3. Eliza Wilson, AT #1245, complaint number 18-AT-1245

9:33 a.m. – Jennifer Fadeley re-joined the WebEx meeting.

1. **CONSENT AGENDA: REVIEW, CONSIDERATION, AND POSSIBLE ACTION ON APPLICATIONS FOR LICENSURE**

Mr. Baughman moved the Board approve the 20 initial and 100 renewal applications on the consent agenda. Mr. Peterson seconded the motion. The motion passed by roll call vote.

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

* 1. Initial Applications (20)

|  |  |  |
| --- | --- | --- |
| **Applicant First Name** | **Applicant Last Name** | **Intake Method** |
| Mitchell | Barnhardt | Portal |
| Ashley | Brezovsky | Portal |
| Emily | Eichhorst | Portal |
| Anna | Fagan | Portal |
| Tiffany | Fiesler | Portal |
| Daniel | Fifer | Portal |
| Dominick | Hansen | Portal |
| Brady | Howe | Portal |
| Jacquelyn | Johnson | Portal |
| Luke | Lemings | Portal |
| Chad | Lewis | Portal |
| Jacqueline | Miller | Portal |
| Eric | Polomis | Portal |
| Jonathan | Rauch | Portal |
| Jordan | Rohr | Portal |
| Jacob | Routhier | Portal |
| Shanlyn | Souza | Portal |
| Michael | Utter | Portal |
| Brittany | Warner | Portal |
| Aaron | Wengertsman | Portal |

* 1. Renewal Applications (100)

| **License Number** | **Applicant First Name** | **Applicant****Last Name** | **License Expiration Date** | **Application Type** | **Intake Method** |
| --- | --- | --- | --- | --- | --- |
| ATR-001518 | Allen | Aganus | 8/7/2018 | Renewal | Portal |
| ATR-001643 | Paul | Arthur | 8/6/2018 | Renewal | Portal |
| ATR-001644 | Michael | Ballasch | 8/6/2018 | Renewal | Portal |
| ATR-001172 | Eric | Bealer | 8/6/2018 | Renewal | Portal |
| ATR-001616 | Jamal | Bechri | 7/9/2018 | Renewal | Paper |
| ATR-001645 | Amanda | Beers | 8/6/2018 | Renewal | Portal |
| ATR-001617 | John | Blake | 7/9/2018 | Renewal | Portal |
| ATR-001312 | Kelly | Boyce | 8/3/2018 | Renewal | Portal |
| ATR-001495 | Kyle | Brazeal | 7/10/2018 | Renewal | Portal |
| ATR-001496 | Joe | Carbajal | 7/10/2018 | Renewal | Portal |
| ATR-001193 | Jessica | Caselden | 9/10/2018 | Renewal | Portal |
| ATR-001427 | Carl | Clarizio III | 9/13/2018 | Renewal | Portal |
| ATR-001422 | Brittany | Cline | 8/2/2018 | Renewal | Portal |
| ATR-000274 | Randall | Cohen | 7/30/2018 | Renewal | Portal |
| ATR-001194 | Kirby | Craft | 7/7/2018 | Renewal | Portal |
| ATR-001619 | Benjamin | Crawford | 7/9/2018 | Renewal | Portal |
| ATR-000669 | Kenneth | Crenshaw | 9/7/2018 | Renewal | Portal |
| ATR-001668 | Todd | Daniels | 9/10/2018 | Renewal | Portal |
| ATR-001315 | Donte | Delia | 8/3/2018 | Renewal | Portal |
| ATR-001228 | Emily | Dunning | 9/8/2018 | Renewal | Portal |
| ATR-001213 | Cassidy | Edwards | 8/4/2018 | Renewal | Portal |
| ATR-001485 | James | Edwards | 6/5/2018 | Renewal | Portal |
| ATR-001409 | Carlie | Elmer | 8/2/2018 | Renewal | Portal |
| ATR-001197 | Shirleeah | Fayson | 7/7/2018 | Renewal | Portal |
| ATR-001647 | Daryl | Finch | 8/6/2018 | Renewal | Portal |
| ATR-001499 | Ryle | Garland | 7/10/2018 | Renewal | Portal |
| ATR-001526 | Austin | Goodrich | 8/7/2018 | Renewal | Portal |
| ATR-000770 | Andrea | Harvey | 4/1/2018 | Reinstatement | Paper |
| ATR-001531 | Maranda | Huff | 8/7/2018 | Renewal | Portal |
| ATR-000309 | Sherry | Irwin | 7/1/2018 | Renewal | Portal |
| ATR-001625 | Jessica | Joseph | 7/9/2018 | Reinstatement | Portal |
| ATR-001331 | Akira | Kondo | 9/7/2018 | Renewal | Portal |
| ATR-001650 | Lindy | Kyger | 8/6/2018 | Renewal | Portal |
| ATR-001627 | Casey | Kyriacopoulos | 7/9/2018 | Renewal | Paper |
| ATR-000994 | Kenneth | Lam | 8/2/2018 | Renewal | Portal |
| ATR-001507 | Preston | Lasley | 7/10/2018 | Renewal | Portal |
| ATR-001652 | Cameron | Linsley | 8/6/2018 | Renewal | Portal |
| ATR-001137 | Caleb | Lionberger | 8/7/2018 | Renewal | Portal |
| ATR-001532 | Andrew | Lose | 8/7/2018 | Renewal | Portal |
| ATR-001533 | Kellie | Lotshaw | 8/7/2018 | Renewal | Portal |
| ATR-001334 | Lindsey | Loughran | 9/7/2018 | Renewal | Portal |
| ATR-001653 | Raymond | Lysinger | 8/6/2018 | Renewal | Portal |
| ATR-000403 | Ray | Madrid | 7/1/2018 | Renewal | Portal |
| ATR-000820 | Ryan | May | 7/1/2018 | Renewal | Portal |
| ATR-000364 | Ian | McLeod | 9/8/2018 | Renewal | Portal |
| ATR-000268 | Stuart | Minck | 8/2/2016 | Reinstatement | Paper |
| ATR-001534 | Jacen | Moore | 8/7/2018 | Renewal | Portal |
| ATR-000402 | Joshua | Moore | 7/1/2018 | Renewal | Portal |
| ATR-000740 | Trent | Morris | 7/1/2018 | Renewal | Portal |
| ATR-001115 | Kevin | Moulis | 7/1/2018 | Renewal | Portal |
| ATR-000675 | Christopher | Murphy | 7/1/2018 | Reinstatement | Portal |
| ATR-000158 | Ralph | Neighbors | 8/2/2018 | Renewal | Portal |
| ATR-000471 | Frank | Neville | 7/1/2018 | Renewal | Portal |
| ATR-001630 | McKenna | Newell | 7/9/2018 | Renewal | Portal |
| ATR-000492 | Jeffrey | O’Desky | 8/1/2018 | Renewal | Portal |
| ATR-000023 | Leah | Oliver | 8/1/2018 | Renewal | Portal |
| ATR-001069 | Steven | Orme | 8/1/2018 | Renewal | Portal |
| ATR-000183 | Edward | Orr | 8/1/2018 | Renewal | Portal |
| ATR-000301 | Andrew | Panagopoulos | 8/1/2018 | Renewal | Portal |
| ATR-001655 | Travis | Pasillas | 8/6/2018 | Renewal | Portal |
| ATR-001631 | Lukas | Passalacqua | 7/9/2018 | Renewal | Paper |
| ATR-000189 | Jeffrey | Paxson | 8/1/2018 | Renewal | Portal |
| ATR-000611 | April | Perotti | 8/1/2018 | Renewal | Portal |
| ATR-001638 | Jake | Pratt | 7/9/2018 | Renewal | Portal |
| ATR-001394 | Mia | Provenzano | 7/5/2018 | Renewal | Portal |
| ATR-001371 | Maritza | Quinlan | 8/7/2018 | Renewal | Portal |
| ATR-000868 | Breanna | Reeser | 9/1/2018 | Renewal | Portal |
| ATR-000500 | Brian | Reinker | 9/1/2018 | Renewal | Portal |
| ATR-000517 | Kevin | Riegle | 9/1/2018 | Renewal | Portal |
| ATR-001658 | Lauren | Rodrigues | 8/6/2018 | Renewal | Portal |
| ATR-000061 | James | Roush | 9/1/2018 | Renewal | Portal |
| ATR-001097 | Dale | Rudd | 9/1/2018 | Renewal | Portal |
| ATR-000692 | Jessica | Rushforth | 9/1/2018 | Renewal | Portal |
| ATR-000155 | Rudy | Sanchez | 9/1/2018 | Renewal | Portal |
| ATR-000524 | Joshua | Schmidt | 9/1/2018 | Renewal | Portal |
| ATR-000588 | Terra | Schmidt | 9/1/2018 | Renewal | Portal |
| ATR-000792 | Patrick | Serbus | 9/1/2018 | Renewal | Portal |
| ATR-000069 | Mark | Sherlock | 9/1/2018 | Renewal | Portal |
| ATR-000949 | Clete | Sigwart | 9/1/2018 | Renewal | Portal |
| ATR-000130 | Richard | Stark | 9/1/2018 | Renewal | Portal |
| ATR-000928 | Terricka | Stewart | 11/3/2015 | Reinstatement | Portal |
| ATR-001223 | Jonathan | Stroud | 8/4/2018 | Renewal | Portal |
| ATR-000485 | Tetsuro | Sueyoshi | 9/1/2018 | Renewal | Portal |
| ATR-001609 | German | Suncin | 6/4/2018 | Renewal | Portal |
| ATR-000587 | Monica | Surguine | 9/1/2018 | Renewal | Portal |
| ATR-001662 | Megan | Vetter | 8/6/2018 | Renewal | Portal |
| ATR-001537 | Marc | Viergutz | 8/7/2018 | Renewal | Portal |
| ATR-001310 | Jennifer | Vlasak | 7/6/2018 | Renewal | Paper |
| ATR-001325 | Alyssa | Wagner | 8/3/2018 | Renewal | Portal |
| ATR-001309 | Tiffany | Ward | 7/6/2018 | Renewal | Portal |
| ATR-000005 | Connie | Weaver | 9/1/2018 | Renewal | Portal |
| ATR-001663 | Katherine | Wieckowski | 8/6/2018 | Renewal | Portal |
| ATR-001424 | Chelsea | Willette | 8/2/2018 | Renewal | Portal |
| ATR-001425 | Spencer | Williamson | 8/2/2018 | Renewal | Portal |
| ATR-001538 | Catlyn | Wilson | 8/7/2018 | Renewal | Portal |
| ATR-001245 | Eliza | Wilson | 6/4/2018 | Renewal | Portal |
| ATR-001539 | Sheena | Wilson | 9/11/2018 | Renewal | Paper |
| ATR-001236 | Samantha | Yeoman | 9/8/2018 | Renewal | Portal |
| ATR-001664 | David | Zenobi | 8/6/2018 | Renewal | Portal |
| ATR-000927 | Kelly | Zink | 8/1/2018 | Renewal | Portal |

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

Mr. Baughman stated that both of the matters disclosed by Mr. Braden were dismissed and moved the Board approve Mr. Braden’s initial application. Ms. Fadeley seconded the motion. The motion passed by roll call vote.

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

* + 1. Naomi Eastland – Disclosure

Mr. Peterson moved the Board approve Ms. Eastland’s initial application. Ms. Ingram seconded the motion. The motion passed by roll call vote.

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

* + 1. Sarah Lazzell – Disclosure

Mr. Peterson stated that Ms. Lazzell completed the terms of her court order and moved the Board approve her initial application. Mr. Baughman seconded the motion. The motion passed by roll call vote.

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

* + 1. Lyndie Pierce – Disclosure

Ms. Ingram moved the Board approve Ms. Pierce’s initial application. Mr. Baughman seconded the motion. The motion passed by roll call vote.

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

* + 1. Trevor Riffey – Disclosure

Mr. Baughman moved the Board approve Mr. Riffey’s initial application. Mr. Peterson seconded the motion. The motion passed by roll call vote.

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

* 1. Renewal Applications – Board Review
		1. Mark Krumholtz – Disclosure

Ms. Whiteford informed the Board that Mr. Krumholtz provided the documentation they had requested in the July 2, 2018, Board meeting. Mr. Baughman moved the Board approve Mr. Krumholtz’s renewal application. Mr. Peterson seconded the motion. The motion passed by roll call vote.

* 1. Incomplete Applications: (Missing Documents)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Applicant First Name** | **Applicant Last Name** | **Appl Type** | **License Number** | **License Expiration Date** | **Submitted Date** | **Days in Current Status** | **Intake Method** |
| Sunie | Amerlan | Initial |  |  | 7/25/2018 | 3 | Portal |
| Alexander | Bagnall | Initial |  |  | 7/16/2018 | 17 | Portal |
| Lindsey | Clemensen | Initial |  |  | 7/29/2018 | 3 | Portal |
| Jessica | Fairbairn | Initial |  |  | 7/27/2018 | 3 | Portal |
| Heather | Galovich | Initial |  |  | 7/27/2018 | 4 | Portal |
| Sara | Gilbert | Initial |  |  | 7/2/2018 | 4 | Portal |
| David | Grubbs | Initial |  |  | 4/2/2018 | 3 |  |
| Samantha | Johnson | Initial |  |  | 7/20/2018 | 14 | Portal |
| Kiley | Mackell | Initial |  |  | 8/1/2018 | 2 | Portal |
| Christopher | Reed | Initial |  |  | 5/4/2018 | 79 |  |
| Jasmin | Tangari Larrategui | Initial |  |  | 7/23/2018 | 3 | Portal |
| Hayley | White | Initial |  |  | 7/27/2018 | 3 | Portal |
| Elyse | Abbott | Renewal | ATR-001642 | 8/6/2018 | 7/31/2018 | 3 | Portal |
| Melissa | Gatti | Renewal | ATR-001648 | 8/6/2018 | 7/19/2018 | 15 | Portal |
| Rumen | Petkov | Renewal | ATR-001656 | 8/6/2018 | 7/22/2018 | 3 | Portal |
| Michelle | Poppen | Renewal | ATR-000078 | 8/1/2018 | 7/29/2018 | 4 | Portal |
| Amber | Wiser | Renewal | ATR-001209 | 7/1/2018 | 6/5/2018 | 58 | Portal |

Mr. Freas asked Board staff if there were any concerns regarding the incomplete applications. Ms. Whiteford stated that all documentation related to Alexander Bagnall’s application was received. She further stated that Mr. Bagnall’s application is a “Board Review” because he disclosed a previous arrest. Following review of the documentation, Mr. Peterson moved the Board approve Mr. Bagnall’s initial application. Mr. Baughman seconded the motion. The motion passed by roll call vote.

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

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

Ms.Whiteford provided a verbal report on the following two items. No Board action was taken.

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

Ms. Whiteford stated policies and procedures are being updated to reflect changes due to eLicensing.

* + 1. Board Automation (eLicensing)

Ms. Whiteford informed the Board that there was an issue with the system that required it be taken offline for less than 24 hours.

* 1. Review of 2018 Legislation

The review of 2018 legislation was tabled until the October Board meeting.

* 1. Fiscal Year 2020 Budget

Ms. Whiteford stated the budget request was due on September 4, 2018.

* 1. Update on Request for Exemption from Rulemaking

Ms. Whiteford informed the Board that she has not submitted the request for an exemption from rulemaking.

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 is researching what other states charge for the same items and would report findings at the September Board meeting.

1. **REVIEW, DISCUSS, AND POSSIBLE ACTION REGARDING SEEKING AN EXEMPTION AND INITIATING A RULE PACKAGE TO RANDOMLY AUDIT CONTINUING EDUCATION.**

This item was tabled to the September Board meeting.

1. **REVIEW, CONSIDERATION, AND POSSIBLE ACTION REGARDING SALARY INCREASE FOR EXECUTIVE DIRECTOR AND ADMINISTRATIVE ASSISTANT**

Ms. Whiteford stated she is researching what other states charge for the same items and would report findings at the September Board meeting.

1. **FUTURE AGENDA ITEMS**

Ms. Whiteford stated that items 10, 11, and 12 will appear on the September Board meeting agenda and item 9c would appear on the October agenda.

1. **CALL TO THE PUBLIC**

Mr. Krumholtz made a brief statement, thanking the Board for their service and for their consideration of his application.

1. **ADJOURNMENT**

Mr. Peterson moved the Board adjourn. Ms. Fadeley seconded the motion. The motion passed by roll call vote. The meeting adjourned at 10:06 a.m.

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

Respectfully Submitted,

Karen Whiteford

Executive Director