****

**ARIZONA BOARD OF ATHLETIC TRAINING**

**1740 West Adams Street, Suite 3407**

**Phoenix, Arizona 85007**

**(602) 589-6337**

[**www.at.az.gov**](http://www.at.az.gov/)

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

**REGULAR SESSION MEETING MINUTES**

**September 10, 2018**

**Board Members Present:** Eric Freas, ATC – Chair (at 9:48 a.m.)

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

**Legal Staff Present:** Frankie Shinn-Eckberg – Assistant Attorney General

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

 Phoenix, Arizona 85007

1. **CALL TO ORDER** – 9:37 a.m.; Mr. Peterson called the meeting to order at 9:37 a.m.
2. **ROLL CALL**

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

1. **DECLARATION OF CONFLICTS OF INTEREST**

There were no reported conflicts of interest.

1. **CONSENT AGENDA: DISCUSS, AMEND AND APPROVAL OF MINUTES**
	1. Regular Session Meeting Minutes of August 6, 2018.

Mr. Baughman moved the Board approve the regular session meeting minutes of August 6, 2018, as submitted. 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 |
| Nay |  |  |  |  |  |
| Recused |  |  |  |  |  |
| Abstained |  |  |  |  |  |
| Absent | X |  |  |  |  |

1. **REVIEW FUTURE BOARD MEETING SCHEDULE**
	1. October 1, 2018 – In-Person
	2. November 5, 2018 – Webex
	3. December 3, 2018 – Webex

Ms. Ingram stated she cannot attend the October 1 meeting. No other conflicts were reported.

1. **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 stated that, in the future, this agenda item will only appear if there has been a violation of a Board order or if a continuing education course needs to be approved.

Mr. Freas joined the meeting at 9:48 a.m.

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

Mr. Baughman moved the Board approve the 19 initial applications and 78 renewal applications from 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 (19)

|  |  |  |
| --- | --- | --- |
| **Applicant First Name** | **Applicant: Last Name** | **Intake Method** |
| Emily | Borden | Portal |
| Jordan | Ellis | Portal |
| Heather | Galovich | Portal |
| Sara | Gilbert | Portal |
| Kyrah | Holland | Portal |
| Samantha | Johnson | Portal |
| Anthony | Peters | Portal |
| Kaitlin | Posey | Portal |
| Christopher | Reed | Paper |
| Sarah | Robinson | Portal |
| Kolton | Satawa | Portal |
| Devin | Skinner | Portal |
| Brady | Smith | Portal |
| Geoffrey | Staton | Portal |
| Jasmin | Tangari Larrategui | Portal |
| Nathaniel | Townsend | Portal |
| Muriel | Tsosie | Portal |
| Hayley | White | Portal |
| Shelby | Yazzie | Portal |

* 1. Renewal Applications (78)

| **License Number** | **Applicant First Name** | **Applicant Last Name** | **License Expiration Date** | **Application Type** | **Intake Method** |
| --- | --- | --- | --- | --- | --- |
| ATR-001642 | Elyse | Abbott | 8/6/2018 | Renewal | Portal |
| ATR-001684 | Matthew | Amos | 11/5/2018 | Renewal | Portal |
| ATR-001226 | Kyle | Bowen | 9/8/2018 | Renewal | Portal |
| ATR-001407 | Ryan | Cooney | 8/2/2018 | Reinstatement | Paper |
| ATR-000464 | Benjamin | Downie | 9/12/2018 | Renewal | Portal |
| ATR-000288 | Robert | Dyson | 9/7/2018 | Renewal | Portal |
| ATR-001408 | Perry | Edinger | 8/2/2018 | Renewal | Paper |
| ATR-001338 | Marc | Eilers | 10/5/2018 | Renewal | Portal |
| ATR-000959 | Stacey | Forget | 10/1/2018 | Renewal | Portal |
| ATR-001542 | Adrianna | Galewski | 9/11/2018 | Renewal | Portal |
| ATR-001648 | Melissa | Gatti | 8/6/2018 | Renewal | Portal |
| ATR-001155 | Jillian | Girdner | 8/7/2018 | Renewal | Portal |
| ATR-001677 | Christopher | Granger | 10/1/2018 | Renewal | Portal |
| ATR-001669 | Hannah | Gray | 9/10/2018 | Renewal | Portal |
| ATR-000951 | Elisa | Guerra | 10/5/2018 | Renewal | Portal |
| ATR-001541 | Matthew | Harder | 9/11/2018 | Renewal | Portal |
| ATR-001527 | Joseph | Harvey | 8/7/2018 | Renewal | Portal |
| ATR-001439 | Toshiro | Hirano | 10/4/2018 | Renewal | Portal |
| ATR-001217 | Reynaldo | Igliane | 8/4/2018 | Renewal | Portal |
| ATR-001671 | Margaret | Johnson | 9/10/2018 | Renewal | Portal |
| ATR-001672 | Caitlyn | Kirkpatrick | 9/10/2018 | Renewal | Portal |
| ATR-000989 | Jason | Klein | 8/6/2018 | Reinstatement | Portal |
| ATR-000526 | Stanley | Kurley | 10/1/2018 | Renewal | Portal |
| ATR-001239 | Kenneth | Lange | 10/6/2018 | Renewal | Paper |
| ATR-001333 | Monica | Lininger | 9/7/2018 | Renewal | Portal |
| ATR-001546 | Kayson Mark | Matela | 9/11/2018 | Renewal | Portal |
| ATR-001440 | JoAnn | Murray | 10/4/2018 | Renewal | Portal |
| ATR-001365 | Kathryn | Ostrander | 3/1/2018 | Reinstatement | Portal |
| ATR-000807 | Michael | Palmer | 9/7/2018 | Renewal | Portal |
| ATR-000308 | Shayne | Peterson | 8/1/2018 | Renewal | Portal |
| ATR-000078 | Michelle | Poppen | 8/1/2018 | Renewal | Portal |
| ATR-000491 | Neil | Pulver | 9/13/2018 | Renewal | Portal |
| ATR-001083 | Scot | Raab | 9/1/2018 | Renewal | Portal |
| ATR-000502 | Don | Rackey | 9/1/2018 | Renewal | Portal |
| ATR-000863 | Thomas | Reed | 9/1/2018 | Renewal | Portal |
| ATR-001551 | Elizabeth | Rhodes | 9/11/2018 | Renewal | Paper |
| ATR-000080 | Michael | Rich | 9/1/2018 | Renewal | Portal |
| ATR-001675 | Keighley | Richardson | 9/10/2018 | Renewal | Paper |
| ATR-001089 | David | Rivera | 9/1/2018 | Renewal | Portal |
| ATR-000082 | Lawrence | Rivero | 9/1/2018 | Renewal | Portal |
| ATR-000838 | Brittany | Robinson | 9/1/2015 | Reinstatement | Portal |
| ATR-000977 | Janele | Roche | 9/1/2018 | Renewal | Portal |
| ATR-000215 | Randy | Roetter | 9/1/2018 | Renewal | Paper |
| ATR-001548 | Jazmine | Roland | 9/11/2018 | Renewal | Portal |
| ATR-000377 | Carlos | Rue | 9/1/2018 | Renewal | Portal |
| ATR-000398 | Jared | Rummage | 9/1/2018 | Renewal | Paper |
| ATR-001550 | Matthew | Rysdyk | 9/11/2018 | Renewal | Portal |
| ATR-000369 | Joanne | Scandura | 9/1/2018 | Renewal | Portal |
| ATR-000493 | Melissa | Schneider | 9/1/2018 | Renewal | Portal |
| ATR-000178 | Cynthia | Seminoff | 9/1/2018 | Renewal | Portal |
| ATR-001042 | Lindsey | Shepherd | 9/1/2018 | Renewal | Portal |
| ATR-001159 | Amy | Shipp | 9/1/2018 | Renewal | Paper |
| ATR-000825 | Joseph | Silvey | 9/1/2018 | Renewal | Portal |
| ATR-000355 | James | Southard | 9/1/2018 | Renewal | Paper |
| ATR-000983 | Gregory | Spence | 9/1/2018 | Renewal | Portal |
| ATR-000340 | Alicia | Steele | 9/1/2018 | Renewal | Portal |
| ATR-001144 | Ann | Stevens | 9/1/2018 | Renewal | Portal |
| ATR-000637 | Peter | Stevens | 10/1/2018 | Renewal | Portal |
| ATR-000552 | Nathan | Stewart | 9/1/2018 | Renewal | Portal |
| ATR-001206 | Lisa | Stobierski | 9/10/2018 | Renewal | Portal |
| ATR-000680 | Andrew | Stover | 9/1/2018 | Renewal | Portal |
| ATR-000151 | Glen | Stratton | 9/1/2018 | Renewal | Portal |
| ATR-000814 | Michael | Suman | 9/1/2018 | Renewal | Portal |
| ATR-000038 | Scott | Takao | 10/1/2018 | Renewal | Portal |
| ATR-000488 | Joseph | Tarantino | 11/2/2018 | Renewal | Portal |
| ATR-000478 | Anna | Thatcher | 10/2/2018 | Renewal | Portal |
| ATR-001023 | Connie | Tillmans | 10/1/2018 | Renewal | Portal |
| ATR-001556 | Isaac | Trujillo | 10/2/2018 | Renewal | Portal |
| ATR-001335 | Steven | Upham | 9/7/2018 | Renewal | Portal |
| ATR-000536 | Alison | Valier | 11/1/2018 | Renewal | Portal |
| ATR-000980 | Paul | Wheeler III | 11/1/2018 | Renewal | Portal |
| ATR-000813 | Renee | Williams | 11/1/2018 | Renewal | Portal |
| ATR-001209 | Amber | Wiser | 7/1/2018 | Renewal | Portal |
| ATR-000218 | Ryan | Wolff | 11/1/2018 | Renewal | Portal |
| ATR-001637 | Jacob | Wright | 7/9/2018 | Reinstatement | Portal |
| ATR-001667 | Kayla | Wright | 9/10/2018 | Renewal | Portal |
| ATR-001540 | Raquel | Wright | 9/11/2018 | Renewal | Portal |
| ATR-001437 | William | Yaw IV | 9/13/2018 | Renewal | Portal |

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

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

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

* + 1. Madison Vomacka – Disclosure

Mr. Baughman moved the Board approve Ms. Vomacka’s application for licensure. 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. Renewal Applications – Board Review
		1. Elizabeth Rhodes – Disclosure

Mr. Baughman moved the Board approve Ms. Rhode’s renewal 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. Jeffrey Schrock – Reinstatement – Practiced

Mr. Schrock’s license expired on September 1, 2018, after which, he practiced for two days. Mr. Baughman moved the Board approve Mr. Schrock’s reinstatement application and offer a non-disciplinary consent agreement for a confidential advisory letter for practicing with an expired license. The motion passed by roll call vote, with four yays and one nay from Ms. Fadeley. Ms. Fadeley stated that this is not the first time that Mr. Schrock has forgotten to renew his license and she does not feel a confidential advisory letter serves any purpose.

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

* 1. Incomplete Applications: (Missing Documents)

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

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Applicant First Name** | **Applicant: Last Name** | **Application Type** | **License Number** | **Submitted Date** | **License Expiration Date** | **Days in Current Status** |
| Sunie | Amerlan | Initial |  | 7/25/2018 |  | 38 |
| Steven | Boyton | Initial |  | 8/29/2018 |  | 8 |
| Lindsey | Clemensen | Initial |  | 7/29/2018 |  | 38 |
| Jessica | Fairbairn | Initial |  | 7/27/2018 |  | 38 |
| Donald | Fuller | Renewal | ATR-001679 | 9/5/2018 | 10/1/2018 | 2 |
| Laura | Gomez | Renewal | ATR-000622 | 8/30/2018 | 9/1/2018 | 8 |
| David | Grubbs | Initial |  | 4/2/2018 |  | 38 |
| Lisa | Hancock | Renewal | ATR-001544 | 9/4/2018 | 9/11/2018 | 2 |
| Josie | Harding | Reinstatement | ATR-001215 | 8/28/2018 | 8/4/2018 | 8 |
| David | Keeler | Initial |  | 8/23/2018 |  | 14 |
| Brian | Long | Initial |  | 8/24/2018 |  | 14 |
| Kiley | Mackell | Initial |  | 8/1/2018 |  | 37 |
| Ricardo | Moreno | Reinstatement | ATR-000281 | 9/4/2018 | 7/1/2016 | 1 |
| Rumen | Petkov | Renewal | ATR-001656 | 7/22/2018 | 8/6/2018 | 38 |
| Lizette | Rodriguez | Renewal | ATR-001283 | 9/4/2018 | 10/1/2018 | 3 |
| Eric | Sowle | Renewal | ATR-001681 | 8/7/2018 | 10/1/2018 | 31 |

The Board requested Board staff verify that Ms. Hancock, Mr. Moreno, and Mr. Petkov are not currently practicing athletic training, as their licenses have expired.

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 an update 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 that a portion of the Board’s policies and procedures had been updated to reflect changes to application processing.

* + 1. Board Automation (eLicensing)

Ms. Whiteford informed the Board that the eLicensing system continues to improve.

* 1. 2019 Sunset Audit Update

Ms. Whiteford stated that the Board would have to enter executive session if the Board members wished to discuss the current status. Mr. Freas stated he felt Board discussion was not necessary.

* 1. Fiscal Year 2020 Budget

Ms. Whiteford informed the Board that the fiscal year 2020 budget was submitted on September 4, 2018, and that no funding issues were submitted.

* 1. Update on Request for Exemption from Rulemaking

Ms. Whiteford reported that she has not yet submitted a request for an exemption.

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

This item was tabled to the October 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 October Board meeting.

1. **REVIEW OF CLASSIFICATION AND COMPENSATION PROCESS**

Ms. Whiteford explained the process of changing classification and compensation.

1. **FUTURE AGENDA ITEMS**

There were no items suggested for future meeting agendas.

1. **ADJOURNMENT**

Ms. Fadeley moved the Board adjourn. Mr. Peterson seconded the motion. The motion passed by roll call vote. The meeting adjourned at 10:08 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