****

**ARIZONA BOARD OF ATHLETIC TRAINING**

**1740 West Adams Street, Suite 3407**

**Phoenix, Arizona 85007**

**(602) 589-6337**

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**REGULAR SESSION MEETING MINUTES**

**October 1, 2018**

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

Bart Peterson, ATC – Vice-Chair

Chuck Baughman, ATC – Athletic Trainer Member

 Jennifer Fadeley – Public Member

**Board Members Absent:** Cheryl Ingram

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

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

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

 Phoenix, Arizona 85007

1. **CALL TO ORDER** – 9:34 a.m.; Mr. Freas called the meeting to order at 9:34 a.m.
2. **ROLL CALL**

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

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 September 10, 2018.

Mr. Baughman moved the Board approve the regular session meeting minutes of September 10, 2018, as submitted. 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. **REVIEW FUTURE BOARD MEETING SCHEDULE**

The November 5, 2018, meeting was changed to in-person. Mr. Baughman stated he may have a conflict with the January 7, 2019, meeting.

* 1. November 5, 2018 – ~~Webex~~ In-person
	2. December 3, 2018 – Webex
	3. January 7, 2019 – In-person
1. **REVIEW, DISCUSSION, AND POSSIBLE ACTION - COMPLAINTS, HEARINGS, INVESTIGATIONS AND COMPLIANCE**
	1. Initial Review, Discussion, and Possible Action On Complaint
		1. None
2. **CONSENT AGENDA: REVIEW, CONSIDERATION, AND POSSIBLE ACTION ON APPLICATIONS FOR LICENSURE**

Mr. Peterson moved the Board approve the 3 initial and 24 renewal applications. 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. Initial Applications (3)

|  |  |  |
| --- | --- | --- |
| **Applicant First Name** | **Applicant: Last Name** | **Intake Method** |
| Lindsey | Clemensen | Portal |
| Jessica | Fairbairn | Portal |
| David | Keeler | Portal |

* 1. Renewal Applications (24)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **License Number** | **First Name** | **Last Name** | **License Expiration Date** | **Application Type** | **Intake Method** |
| ATR-001552 | Jennifer | Ach | 10/2/2018 | Renewal | Portal |
| ATR-001344 | Cailee | Bacon | 10/5/2018 | Renewal | Portal |
| ATR-001553 | Amanda | Borges | 10/2/2018 | Renewal | Portal |
| ATR-001426 | Krystle | Cavin | 9/13/2018 | Renewal | Portal |
| ATR-001298 | Sean | Folan | 9/13/2018 | Renewal | Portal |
| ATR-001676 | Alyssa | Fredericks | 9/10/2018 | Reinstatement | Portal |
| ATR-000622 | Laura | Gomez | 9/1/2018 | Renewal | Portal |
| ATR-001430 | Jessica | Gruca | 9/13/2018 | Renewal | Portal |
| ATR-001431 | Andrea | Gutierrez | 9/13/2018 | Renewal | Portal |
| ATR-001544 | Lisa | Hancock | 9/11/2018 | Renewal | Portal |
| ATR-001670 | Naomi | Hutchins | 9/10/2018 | Renewal | Portal |
| ATR-000830 | Stanley | Johnston | 10/3/2018 | Renewal | Portal |
| ATR-001554 | Jupil | Ko | 10/2/2018 | Renewal | Portal |
| ATR-000298 | Lois | Michaelis Goode | 9/12/2018 | Renewal | Portal |
| ATR-001233 | Anna | Montt | 10/5/2018 | Renewal | Portal |
| ATR-001090 | David | Smith | 11/7/2018 | Renewal | Portal |
| ATR-001681 | Eric | Sowle | 10/1/2018 | Renewal | Portal |
| ATR-001103 | Geoffrey | Swanson | 11/7/2018 | Renewal | Portal |
| ATR-000984 | Selena | Taegel | 10/1/2018 | Renewal | Portal |
| ATR-001160 | Nicholas | Thomas | 10/1/2018 | Renewal | Portal |
| ATR-001445 | Joseph | Trujillo | 11/1/2018 | Renewal |  |
| ATR-000409 | Kyle | Turner | 10/1/2018 | Renewal | Portal |
| ATR-000387 | Tamara | Valovich Mcleod | 11/1/2018 | Renewal | Portal |
| ATR-000604 | Rick | Wade | 11/1/2018 | Renewal | Portal |

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

None

* 1. Renewal Applications – Board Review

None

* 1. Incomplete Applications: (Missing Documents)

Mr. Freas asked Board staff if there were any concerns with the incomplete applications. Ms. Whiteford stated that Steven Boyton’s application was complete as of 9/2/18. Ms. Fadeley moved the Board approve Mr. Boyton’s initial application. Mr. Peterson 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 |  |
| Nay |  |  |  |  |  |
| Recused |  |  |  |  |  |
| Abstained |  |  |  |  |  |
| Absent |  |  |  |  | X |

Mr. Baughman expressed concern regarding the incomplete application for Josie Harding, as he believed that she was scheduled to provide athletic training services in October. Ms. Whiteford stated she would call Ms. Harding after the meeting.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Application Type** | **Applicant First Name** | **Applicant: Last Name** | **License Number** | **License Expiration Date** | **Submitted Date** | **Days in Current Status** |
| Initial | Sunie | Amerlan |  |  | 7/25/2018 | 59 |
| Initial | Steven | Boyton |  |  | 8/29/2018 | 29 |
| Initial | Charles | Cole |  |  | 9/18/2018 | 5 |
| Initial | David | Grubbs |  |  | 4/2/2018 | 59 |
| Initial | Brian | Long |  |  | 8/24/2018 | 35 |
| Initial | Kiley | Mackell |  |  | 8/1/2018 | 58 |
| Initial | Kendall | Stewart |  |  | 9/25/2018 | 3 |
| Renewal | Donald | Fuller | ATR-001679 | 10/1/2018 | 9/5/2018 | 23 |
| Renewal | Rumen | Petkov | ATR-001656 | 8/6/2018 | 7/22/2018 | 59 |
| Renewal | Lizette | Rodriguez | ATR-001283 | 10/1/2018 | 9/4/2018 | 24 |
| Renewal | Stanford | Williams | ATR-001682 | 10/1/2018 | 9/18/2018 | 10 |
| Reinstatement | Josie | Harding | ATR-001215 | 8/4/2018 | 8/28/2018 | 10 |
| Reinstatement | Ricardo | Moreno | ATR-000281 | 7/1/2016 | 9/4/2018 | 22 |

1. **REVIEW, DISCUSSION, AND POSSIBLE ACTION – BOARD BUSINESS AND REPORTS**

Ms. Whiteford provided a verbal report on items a) through d). No Board action was taken.

* 1. Executive Director’s Report – Verbal Report and Discussion – No Action Required
		1. Financial Report
		2. Review of Recent Board Staff Activities
	2. Administrative Project Status
		1. Policies and Procedures
		2. Board Automation (eLicensing)
	3. 2019 Sunset Audit Update
	4. Update on Request for 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.**

There was no information to review. No action was taken.

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

There was no information to review. No action was taken.

1. **FUTURE AGENDA ITEMS**

No future agenda items were suggested.

1. **CALL TO THE PUBLIC**
2. **ADJOURNMENT**

Mr. Baughman moved the Board adjourn. Ms. Fadeley seconded the motion. The motion passed by roll call vote. The meeting adjourned at 9:46 a.m.

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

Respectfully Submitted,

Karen Whiteford

Executive Director