



ARIZONA BOARD OF ATHLETIC TRAINING  
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## REGULAR SESSION MEETING MINUTES

May 7, 2012

**Board Members Present:** Michael Nesbitt, ATC - Chair  
Aaron Nelson, ATC – Vice-Chair  
Harry Callihan - Public Member  
Eric Freas ATC- Board Member  
Jennifer Fadeley-Public Board Member

**Staff Present:** J. Randy Frost, Executive Director  
Veronica Cardoza, Administrative Assistant

**Legal Staff Present:** Jeanne Galvin, Assistant Attorney General

### Call to order

The regularly scheduled meeting of the Arizona State Board of Athletic Training was called to order at 9:31 a.m.

### Approval of the Meeting Minutes

Michael Nesbitt had several grammatical corrections to the proposed minutes for April 2, 2012. Aaron Nelson moved to accept the regular session meeting minutes of April 2, 2012 as amended. Jennifer Fadeley seconded the motion. The motion passed 5-0.

### Declaration of conflicts of Interest

None

### Review Board Meeting Schedule

The Board requested that the meeting date for July be moved from July 2 to July 9. There were no other changes made to the meeting schedule.

- a. June 4, 2012 Telephonic
- b. July 9, 2012 Telephonic
- c. August 6, 2012 In Person

## **Review, Discussion, and Possible Action - Complaints, Investigations & Compliance**

### **Initial Review of Complaints**

None

### **Open Complaints and Investigations**

None

### **Discipline Status Report**

The Board discussed the Disciplinary Status Report of the following licensees:

1. Mohammed Mirza, ATC License # 0924, Staff reported that Mr. Mirza hasn't submitted proof of completion of the courses approved for him .The Board directed staff to contact Mr. Mirza regarding course status.
2. Terrance Sheridan, ATC License # 0605, Staff reported that Mr. Sheridan has not responded to the complaint mailed to him or contacted the Board regarding the terms of his consent agreement. Aaron Nelson moved to send the matter to an informal hearing at the July 9, 2012 meeting and to issue a subpoena demanding his appearance. Jennifer Fadeley seconded the motion. The motion passed 5-0.
3. Ryan Pinson, ATC License # 0238, Staff informed the Board that courses that Mr. Pinson submitted previously were approved. Staff has notified Mr. Pinson and he is in good standing.
4. Kara Cummins, ATC Lic. # 0879, Staff informed the Board that Ms. Cummins has successfully completed the terms of her consent agreement. The Board was satisfied that the terms of her agreement had been met. Aaron Nelson moved to remove Ms. Cummins from discipline. Eric Freas seconded the motion. The motion passed 5-0.
5. Jeffrey Schrock, ATC Lic. # 0672, Staff informed the Board that a reminder letter was sent to Mr. Schrock.
6. Glenn Steele, ATC Lic. # 0340, Staff reported that there was nothing new to report on Mr. Steele's status.
7. Chad Cook, ATC Lic. # 1092, Staff reported that there has been no response from Mr. Cook on the reminder letter that was sent to him. The Board directed staff to contact Mr. Cook's supervisor, Tom Reed, to get a response.
8. Ricardo Moreno, ATC Lic # 0281, Staff reported that Mr. Moreno has been out of the country and that his attorney has been contacted and advised that if Mr. Moreno doesn't sign the agreement in 10 days the matter may be sent to a formal hearing.

## **Informal Interviews**

There were no informal interviews to come before the Board.

## **Substantive review, discussion, and vote regarding the applications for licenses as follows**

### **a. Initial applications**

Harry Callihan moved to approve the 2 initial applications listed. Eric Freas seconded the motion. The motion passed 5-0.

### **b. Renewal applications**

The Board discussed renewal time frames and asked why there were several names listed with renewal dates that were one or two months prior. Staff explained that an application may make it in prior to the expiration date but not in time for the meeting deadline. Applicants are given extensions to practice until the Boards next meeting. Jeanne Galvin, Assistant AG, informed the Board that by state statute a license is valid, if the renewal is submitted on time, until renewed or denied by the Board.

Aaron Nelson moved to approve 47 renewal applications. Harry Callihan seconded the motion. The motion passed 5-0.

### **c. Renewal applications: (continued practice without current license)**

### **d. Incomplete applications:**

There were no incomplete applications to come before the Board

## **Review, Discussion, and Possible Action - Other Business**

- a. Auditor General's single audit. Executive Director Randy Frost provided the Board with a status update on the proposed audit by the Auditor General's Office.
- b. Open meeting law presentation. Nancy Beck, Assistant Attorney General, provided training to the Board Members on the Open Meeting Laws.

## **Review, Discussion, and Possible Action Regarding AZ DPS Background Reports**

There were no reports to discuss.

## **Review, Discussion and Possible Action regarding the revision of the Admin. Rules**

- a. Review of the rule making package with the GRRRC suggested revisions. Randy informed the Board that the Board now has the go ahead to begin to prepare the notice of proposed rules and start stake holder discussions. Jeanne Galvin, Assistant AG,

Suggested various changes to the draft rules. Ms. Galvin suggested to the Board that she make an appointment with the Executive Director to draft changes and come back before the Board.

- b. Review of the discipline matrix for future cut-off times and to consider a substantive policy statement. Jeanne Galvin presented a draft matrix to the Board and suggested that it be adopted and made into a substantive policy statement. Aaron Nelson Moved to accept the matrix and publish it as a substantive policy statement. Jennifer Fadeley seconded the motion. The motion passed 5-0.
- c. Report on Automation Discussion. Randy Frost reported to the Board that there have been discussions with vendors regarding Board automation. Mr. Frost explained to the Board that the FY 13 budget as it stands right now is pretty lean and really has no wiggle room for IT projects. Mr. Frost informed the Board that in order for us to do what we need to do automation wise, we will need to ask for a supplemental appropriation.

**Review, Discussion and Possible Action - Administrative Matter**

- a. Revenue and Expenditure.

The Board was presented with an update on the revenue picture.

- b. Review of Administrative Project Status.

Randy Frost provided an update on various projects to the Board.

- c. Future Agenda Items.

No items discussed.

**Call to the Public**

**Adjournment**

The Board Meeting adjourned at 11:46 p.m.

Respectfully submitted,

J. Randy Frost, Executive Director