

**ARIZONA BOARD OF ATHLETIC TRAINING**

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**REGULAR SESSION MEETING MINUTES**

**December 7, 2015**

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

 Bart Peterson, ATC – Vice-Chair

 Chuck Baughman, ATC – Athletic Trainer Member

 Harold Callihan – Public Member

**Board Members Absent:** Jennifer Fadeley – Public Member

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

 Cindy McCombs - Administrative Assistant

**Legal Staff Present:** Thomas Raine – Assistant Attorney General

**1. Call to Order** – 9:30 a.m.; Mr. Freas called the telephonic meeting to order at 9:30 a.m. (A recording of the meeting is available through the Board Office.)

**2. Roll Call** – The following Board members were present: Eric Freas, Bart Peterson, Chuck Baughman, and Harold Callihan

**3. Discuss, Amend and Approval of Minutes**

Regular Session Meeting Minutes of November 2, 2015 – Mr. Baughman moved the Board approve the Board meeting minutes of November 2, 2015, with no changes. Mr. Callihan seconded the motion. The motion passed 4-0.

4. **Declaration of Conflicts of Interest**

Mr. Baughman recused himself from item 7c.

**5. Review Future Board Meeting Schedule:**

 The Board reviewed the meeting schedule for:

* January 4, 2016 ~~In Person~~ Telephonic
* February 1, 2016 In Person
* March 7, 2016

Mr. Freas stated that he would not be able to travel to Phoenix on January 4, 2016. All Board members agreed to change the meeting to telephonic.

**Items for Board Review, Discussion and Legal Action**

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

a. Initial Review of and Possible Action Regarding Opening a Complaint

 There were no new complaints to discuss.

b. Open Complaints and Investigations

There were no open complaints to discuss.

 c. Status of Compliance with Board Order/Approval of Board Ordered CE

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

1. Stanley Johnston ATC Lic. #0830 Mr. Johnston has completed all of his discipline requirements. His probation will end on 10/15/16. Staff reported that Mr. Johnston was contacted and was aware that his probation ends on 10/15/16.
2. Daniel Brauning ATC Lic. # 1260 Staff reported that Mr. Brauning's probation will end on 1/15/16.
3. Jaimee Reyna ATC Lic. # 1362 Staff reported that Ms. Reyna still owes her civil penalty. Board staff was asked to confirm civil penalty due date.
4. Michael Hilditch ATC Lic. # 0273 Staff reported that Mr. Hilditch's probation will end on 6/8/2016.
5. Randall Cohen ATC Lic. # 0274 Staff reported that a certificate of completion for 1.0 hour of CE was received on 11/7/15.
6. Margaret Rall ATC Lic. # 1282 Staff reported that there are not updates on Ms. Rall.
7. Meagan Semore ATC Lic #1441 Staff reported that Ms. Semore’s signed consent agreement was received on 11/03/15.

 d. Informal Interviews

 There were no informal interviews.

**7. Review, Discussion, and Possible Action – Applications for Licensure**

1. Initial applications

|  |  |  |
| --- | --- | --- |
| Lauren Berryhill\* | Jeffrey Bodenhamer\* | Zachary Fandrich |
| Sarah Wright\* |  |  |

 \* Requires Board review

Mr. Peterson moved to approve the Zachary Fandrich’s application. Mr. Baughman seconded the motion. The motion passed 4-0.

1. Initial applications, Board review\*

Lauren Berryhill

Mr. Callihan moved the Board approve Ms. Berryhill’s application for licensure. Mr. Peterson seconded the motion. Following review and discussion the motion passed 4-0.

Jeffrey Bodenhamer

Mr. Bodenhamer was present and available to answer questions from the Board. The Board discussed Mr. Bodenhamer’s application and written statement that he had practiced athletic training in Arizona without a license. Mr. Bodenhamer answered questions. Mr. Peterson moved the Board approve Mr. Bodenhamer’s license upon acceptance of a consent agreement to include two years of probation, a $750 civil penalty, and six hours of continuing education in medical ethics. Mr. Callihan seconded the motion. Following review and discussion the motion passed 4-0.

Sarah Wright

Ms. Wright was previously granted a temporary license and her application did not require Board Review. Mr. Peterson moved the Board approve Ms. Wright’s license. Mr. Callihan seconded the motion. Following review and discussion the motion passed 4-0.

1. Renewal applications

|  |  |  |
| --- | --- | --- |
| John Adam | Jennifer Allen | John Anderson |
| Steven Baca | Andrea Bagnall | Cory Barton |
| Charles Baughman | Joshua Beaumont | Marc Bjork |
| Anne Blazek | Randy Boardman | Leann Boone |
| Shane Buckler | Susan Falsone\* | Angel Locke |
| Linda McAulay\* | Michael McNulty | Crystal Mowbray\* |
| Juan Prieto | Suzie Squires | Lindsay Van Laningham |
| Gretchen Wagnitz | Jennifer Waltrip | Brandon Warner |
| Christopher White | Laurie White | Nicole Wilke |
| Wesley Wood | Daniel Wright | Junko Yazawa |

\* Requires Board review

Mr. Baughman recused himself from this agenda item. Mr. Peterson moved the Board approve 27 (Adam through Buckler, Locke, McNulty, and Prieto through Yazawa) of the 30 renewal applications. Mr. Callihan seconded the motion. The motion passed 3-0.

1. Renewal applications: (Board Review)

Susan Falsone

The Board reviewed the renewal application of Ms. Falsone. The Board discussed the written statement provided by Ms. Falsone, stating that she had not practiced as an Athletic Trainer since her license expired. Mr. Peterson moved the Board approve Ms. Falsone’s renewal application. Mr. Callihan seconded the motion. The motion passed 4-0.

Linda McAulay

The Board reviewed Ms. McAulay’s renewal application and letters from herself and Michael Fritz stating that she had practiced without a license on October 9th, 16th, and 23rd. The Board questioned who Michael Fritz is in relation to Ms. McAulay. Mr. Baughman moved the Board table the review of Ms. McAulay’s application until the information from Michael Fritz is provided on professional letterhead. Mr. Baughman amended his motion to include a requirement that Ms. McAulay provide greater detail of her employment status since her license expired. Mr. Callihan seconded the amended motion. The motion passed 4-0.

Crystal Mowbry

The Board reviewed Ms. Mowbry’s renewal application and statement. Mr. Callihan moved the Board approve Ms. Mowbry’s renewal/reinstatement. Mr. Baughman seconded the motion. The motion passed 4-0.

1. Incomplete applications

|  |
| --- |
| Mathew Thomas |

Mr. Freas stated that no action is required on Mr. Thomas’s incomplete renewal application.

**8. Review, Discussion, and Possible Action - Other Business**

1. AT stake holders meetings – Ms. Whiteford reported that there was no update.
2. Feasibility of adding verbiage in consent agreements to clarify that the licensee may not use continuing education units earned as part of disciplinary action toward BOC renewal – Board staff provided Board members with a copy of an email from Shannon Leftwich of the Board of Certification in which she states that the BOC does not have a mechanism in place that would prevent someone from using CEUs that they completed due to a state’s disciplinary action. Board members agreed that submission of CEUs to the BOC is out of their control and that a statement should be included in consent agreements that advises disciplined licensees to not re-use disciplinary CEUs for BOC renewal.

**9. Review, Discussion and Possible Action - Administrative Matters**

1. Revenue and Expenditure Report

Ms. Whiteford presented a draft version of the FY2016 Cash Flow Report that shows that the Board will likely come in under budget for the year.

1. Discussion of calculation of state fund percentages for civil penalties

Ms. Whiteford reported that civil penalties had been reported and deposited incorrectly since the beginning of fiscal year 2014. She stated that she would send a memo to Clark Partridge, Comptroller, to notify him of the error.

1. Review of Administrative Project Status
* Policies and Procedures – No update.
* Board Automation – Ms. Whiteford reported that she met with Brian Bennett at G/L Solutions and is also working with Chuck Brown at the Physical Therapy Board on an enterprise solution that may be less expensive.
* BOC Disciplinary Action Exchange – Ms. Whiteford reported that there were still only four states participating in the Exchange and that it appears it is very easy to add disciplinary actions. Mr. Peterson moved the Board to direct Ms. Whiteford to enter the disciplinary action for Meagan Semore and report the amount of time it took at the next meeting. Mr. Baughman seconded the motion. The motion passed 4-0.
* Dry Needling – No update.
* Mandatory Board Member Training – Ms. Whiteford reported that there is enough money in the budget for the Board members to take the five hour CLEAR online training.
* Legislative Update – No update.
* EMTs at youth sporting events – No update.
1. Capitol Times article and related questionnaires

Ms. Whiteford reported that the subject was discussed at the December 90/10 Executive Directors Meeting but nothing has been announced officially.

1. Recognition of previous Executive Director, J. Randy Frost, and previous Board member, Aaron Nelson

Mr. Freas reported that he ordered the awards for Mr. Frost and Mr. Nelson.

1. Future agenda items
2. Recognition of Aaron Nelson’s services to the Board
3. Discussion of preventing use of disciplinary CEUs for BOC certification renewal

**10. Call to the Public**

Laurie White addressed the Board, inviting them to attend “AT Day” at the State Capitol on February 23, 2016, and the AZATA Symposium on January 23 and 24, 2016.

**11. Adjournment**

Mr. Callihan moved the Board adjourn the meeting. Mr. Baughman seconded the motion. The motion passed 4-0. The Board meeting adjourned at 10:50 a.m.

Respectfully Submitted,

Karen Whiteford

Executive Director