



ARIZONA BOARD OF ATHLETIC TRAINING
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SPECIAL SESSION MEETING MINUTES
August 5, 2024

Board Members Present: Charles Baughman – Chairman
Seth Myers– Public Member
Suzie Squires – Athletic Trainer
Johanna Urquijo – Athletic Trainer

Board Members Absent: Cheryl Ingram – Vice Chairman

Staff Present: Shaina Ganatra – Executive Director
Kari Watkins – Licensing Specialist

Legal Staff Present: Marc Harris – Assistant Attorney General

Location: Meeting Held via Google Meet
Meeting Link: <https://meet.google.com/umr-vxan-ijd>

- 1) **CALL TO ORDER** – Mr. Baughman called the meeting to order at 9:30 a.m.
- 2) **ROLL CALL**
The following Board members were present: Charles Baughman, Seth Myers, Suzie Squires, and Johanna Urquijo. Ms. Urquijo joined the meeting at 9:36 a.m.
- 3) **DECLARATION OF CONFLICTS OF INTEREST**
None
- 4) **REVIEW, DISCUSSION, AND POSSIBLE ACTION – DISCIPLINARY MATRIX**
 - a) **Unprofessional Conduct Not Related to Practicing Without a License**
Mr. Baughman discussed the disciplinary matrix for the Board of Athletic Training, focusing on professional conduct not related to practicing without a license. Executive Director Ganatra provided sample documents for review.

Mr. Baughman mentioned A.R.S. § 32-4153, which outlines grounds for disciplinary action. He noted that the Board has dealt with violations other than practicing without a license, and

suggested that the disciplinary matrix should be updated to include specific actions for these violations. Director Ganatra also referred to A.R.S. § 32-3208, which covers mandatory reporting requirements for criminal charges and civil penalties.

b) Rubric for Mitigating and Aggravating Factors to Consider When Determining Appropriate Disciplinary Action

Ms. Squires suggested including a non-binding table of common sanctions and creating an agreement for the Board. She also proposed adding an appendix detailing continuing education requirements and a matrix specific to one-time or multiple offenses. The Board members agreed to include infraction types with definitions and severity levels for each. Director Ganatra recommended reviewing the continuing education examples in relation to the infractions. Mr. Myers suggested visually streamlining the disciplinary matrix with color-coded sections for infractions and associated disciplines, similar to the examples provided by Director Ganatra. Director Ganatra also noted that the current disciplinary matrix includes unlicensed practice, per Board legislative statutes and rules, and recommended expanding it to include other types of violations listed within these statutes and rules. Director Ganatra informed the Board members that the information previously provided to the Governor's office for the Arizona Board of Athletic Training Disciplinary Matrix already meets the requirements. Director Ganatra suggested that the sample documents provided to the Board members may be referenced for examples of how to list the specific violations, reference the statute, and then determine the appropriate sanction.

Mr. Baughman proposed updating the current website to make it more user-friendly for accessing the Board's rules and statutes, and adding a link for the disciplinary matrix to provide transparency to the public. Assistant Attorney General Marc Harris suggested to the Board members that they may want to consider adding a separate website section to emphasize the independent duty of applicants and licensees to report criminal charges, and to provide a list of specific charges.

The Board members identified the following items to be addressed:

- Create a new disciplinary matrix utilizing the current documents and expanding further.
- Add disclosure language that each case is handled on its own merits and the Board is not limited to these guidelines. The Board may select any combination of resolutions which addresses general guidelines of infractions and suggested and the event of conflicts between this document and the action by the Board the action imposed by the Board shall prevail.
- Establishing an advisory committee

8) FUTURE AGENDA ITEMS

Formation of Advisory Committee to Review the Disciplinary Matrix
Review/Discussion of the Disciplinary Matrix

9) CALL TO THE PUBLIC

One member of the public chose to speak.

10) ADJOURNMENT

Mr. Myers made a motion to adjourn the meeting at 10:35 a.m. Ms. Squires seconded the motion. The motion passed 4-0 by a roll call vote.