

MINUTES
Advisory Board of Athletic Trainers
January 24, 2001

The meeting was called to order at 9:30 a.m. by Natalie Steadman, Chair, and a quorum was established. Board members present were Natalie Steadman, T. Ross Bailey, John Harvey, Elicia Leal and Michael Saly. Others present were Bill Wissen, Executive Secretary; Elizabeth Hoffman, Associate Executive Secretary; Allen Eggert, Executive Secretary Emeritus; Jim Zukowski, Ed.D., Director, Professional Licensing; Kathy Craft, Program Director; C. David Richards, III, Program Attorney; Stephen Mills, Program Administrator; Heather Muehr, Staff Services Officer; Marie Thorne, Administrative Technician; Eileen Hartman, Exam Supervisor; Becky Evers, Research Specialist; Mireya Warren, Research Specialist; and Debbie Peterson, Assistant Director, Professional Licensing. The chair stated that all persons named on the agenda have been notified in writing of the agenda item relating to him or her. Shandra Pruski, Jeanine Ashdown, Amanda Downing, Joanna Beinkoeter, and Reid Fisher representing Southwestern University registered as guests.

The first order of business was public comment. No one addressed the board.

The second order of business was discussion and action concerning absent board members. All board members were present.

The next order of business was approval of minutes of the July 21, 2000 board meeting. **A motion was made, seconded, and passed** to approve the minutes as written.

Agenda item 6 was the staff report. Stephen Mills distributed rosters of current, lapsed, and deleted athletic trainers. No action was taken.

Agenda item 7 was the staff report concerning examination statistics. Stephen Mills distributed charts depicting the numbers of examination candidates by test date and site for the last five years. Eileen Hartman presented statistical information. There was discussion of adding a fourth test site in the future. All sites will solicit feedback on the practical portion of the examination from candidates. No action was taken.

The next order of business was the Education Committee report regarding the October 2000 meeting. There was a discussion concerning the finalization of the practical examination. No action was taken.

Agenda item 9 was the staff report concerning open and closed complaints. Stephen Mills discussed current and closed complaints.

The next order of business was discussion and possible action concerning the approval of an order accepting the surrender of the athletic trainer license of D.E.B. **A motion was made, seconded, and passed** to accept the surrender of the license.

The next order of business was the Executive Secretary's report regarding new licenses issued. Bill Wissen discussed the changes in the process for application review. Only one problematic licensure application was referred to the Administrative Services Committee within the last year. The new process is working well. Since the July 2000 meeting, 30 new licenses have been issued. Examiner payments will be increased from \$75 to \$85. No action was taken.

Agenda item number 13 was discussion and possible action concerning the Continuing Education Committee report. Liz Hoffman reported on the committee's activities in reviewing and approving/disapproving continuing education courses. No action was taken on the report.

The next order of business was review of the financial report for fiscal year 2001. Debbie Peterson distributed and discussed the financial report. Jim Zukowski presented an overview of the state budgetary process. No action was taken.

Agenda item number 15 was a discussion concerning the 77th Texas legislative session. David Richards advised members to be aware of open meetings requirements at legislative hearings. Stephen Mills provided information on easy access to bills on the Internet and the legislative process.

Agenda item number 16 was announcement of the next meeting date. The board will meet at 9:30 a.m. on Thursday, July 19, 2001 in Arlington, Texas.

The last order of business was adjournment. **A motion was made, seconded, and passed** to adjourn at 11:15 a.m.

Natalie Steadman, Chair

Elicia Leal, Secretary