

MINUTES
Advisory Board of Athletic Trainers
July 19, 2001

The meeting was called to order at 9:00 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; and Heather Muehr, Program Administrator. Guests present were Spanky Stephens, Executive Director, Texas State Athletic Trainer Association.

The first order of business was introduction of guests.

The second order of business was recognition of Michael K. "Spanky" Stephens for his service as a board member.

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

Agenda item 4 was discussion and possible action concerning absent board members. All board members were present.

The next order of business was the Chair report. Natalie Steadman, Chair, introduced Heather Muehr as the new Program Administrator for the Advisory Board of Athletic Trainers. The examination dates for December 2001 and May 2002 were also announced. No action was taken

The next order of business was approval of minutes of the January 24, 2001 board meeting. **A motion was made, seconded, and passed** to approve the minutes as written.

Agenda item 7 was the staff report. Heather Muehr distributed rosters of current, lapsed, and deleted athletic trainers and discussed the elimination of Partial Per Diem. No action was taken.

Agenda item 8 was the staff report concerning examination statistics. Heather Muehr distributed a chart depicting the numbers of examination candidates by test date and also presented statistical information. No action was taken.

The next order of business was the Education Committee report. Natalie Steadman reported that the committee had received positive feedback concerning examination modifications. No action was taken.

Agenda item 10 was the staff report concerning open and closed complaints. Heather Muehr discussed current and closed complaints. No action was taken.

The next order of business was the Executive Secretary's report regarding new licenses issued. Bill Wissen discussed the process for application review and commented that the number of new licenses issued is growing fast. There were a total of 131 new licenses issued in a five-month period. No action was taken.

Agenda item number 12 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. There were five requests since January and all were approved. No action was taken on the report.

The next order of business was review of the financial report for fiscal year 2001. Jim Zukowski distributed and discussed the financial report. Dr. Zukowski reported that travel reimbursement is increasing from \$70 to \$80 per night for hotel expenses, reimbursement for meals is increasing from \$25 to \$30 per day, and personal car mileage is increasing from \$.28 to \$.345 per mile. Dr. Zukowski distributed a roster of the Council of Independent Board Chairs. He also distributed and discussed the minutes from the first Council of Independent Board Chairs meeting. No action was taken.

Agenda item number 14 was a discussion and possible action concerning proposed amendments to 25 Texas Administrative Code (TAC) Chapter 313. **A motion was made, seconded, and passed** to post the proposed amendments in the *Texas Register* for a 30-day comment period.

The next order of business was announcement of the next meeting date. The board will meet at 9:30 a.m. on Wednesday, January 23, 2002 in Austin, Texas.

The last order of business was adjournment. **A motion was made, seconded, and passed** to adjourn at 9:55 a.m.

Natalie Steadman, Chair

Elicia Leal, Secretary