

**ADVISORY BOARD OF ATHLETIC TRAINERS
REGULAR MEETING**

Monday, December 12, 2011, 11:00 a.m.
Texas Department of State Health Services, Exchange Building
8407 Wall Street, Room N-102
Austin, Texas 78754

Minutes

Board Members Present:

Rebecca Spurlock, Professional Member
Michael Waters, Professional Member
David Schmidt, M.D, Professional Member
Marty Akins, Public Member

Staff Present:

Stewart Myrick
Georgia Norman
David Richards
Stephen Mills
Cindy Bourland
Alice Bradford

Agenda Item 1 was to call the meeting to order at 11:00 am by Ms. Spurlock.

Agenda Item 2 was the introduction of board members, staff, and guests.

Agenda Item 3 was public comment. There was none.

Agenda Item 4 was the discussion concerning approval of minutes for January 31, 2011 board meeting. A motion was made by Dr. Schmidt to approve the minutes. The motion was seconded and passed.

Agenda Item 5 was the discussion concerning the report on the Ad-Hoc Education Committee meeting held on October 22-23, 2011. Ms. Spurlock gave the report. Ms. Bradford discussed about the examination.

Agenda Item 6 was the discussion concerning continuing education hours required for license renewal. No action taken.

Agenda Item 7 was the discussion concerning the Board Chair report and update concerning current challenges and accomplishments; interaction with stakeholders, state officials, and staff; committee appointments and functions; workload of board members; and general information regarding the routine functioning of the board. Ms. Spurlock gave the report.

Agenda Item 8 was the discussion concerning the Program Director's report and update concerning program operations; customer service accomplishments, inquiries, and challenges; current and/or historical licensee statistics; media, legislative, and stakeholder contacts and concerns; workload processing; special projects assigned to program director; and general information regarding the routine functioning of the licensure program. Mr. Myrick gave the report.

Agenda Item 9 was the discussion concerning the report from the Professional Licensing and Certification Unit regarding unit organization and staffing; program costs and revenue; current operational initiatives; customer service accomplishments and challenges; workload processing and statistical information; status of rulemaking within the unit; legislative and media contacts and tracking; and general information regarding the routine functioning of the unit. Ms. Bourland gave the report. Ms. Bourland also discussed travel requirements.

Agenda Item 10 was the election of board vice-chair and secretary. A motion was made by Mr. Waters to elect Ms. Spurlock as vice-chair. The motion was seconded and passed. A motion was made by Dr. Schmidt to elect Mr. Waters as secretary. The motion was seconded and passed.

Agenda Item 11 was items for future consideration.

Agenda Item 12 was to set the next meeting date(s). To be determined at a later date.

Agenda Item 13 was adjournment. The meeting adjourned at 12:15 pm.