## **MINUTES**

## Advisory Board of Athletic Trainers July 22, 2003

Texas Department of Health Exchange Building

8407 Wall Street, N-218

Austin, Texas 78754

Natalie Steadman, Chair, called the meeting to order at 10:30 a.m. and a quorum was established. Board members present were Natalie Steadman, T. Ross Bailey, Elicia Leal, Mike Waters, Leilani Cronin and Lawrence Sampleton. Others present were Bill Wissen, Executive Secretary; Elizabeth Hoffman, Associate Executive Secretary; Carolyn Wright, Program Attorney; Jim Zukowski, Ed.D., Director, Professional Licensing; Heather Muehr, Program Administrator; Eileen Hartman, Exam Supervisor; Becky Evers, Research Specialist; Mireya Uribe-Warren, Research Specialist; and Marie Thorne, Administrative Assistant. Guests present were David Richards, Office of General Council and Stephen Mills, Professional Licensing and Certification Division.

The first order of business was introduction of guests.

The next order of business was recognition of Mike Saly for his service to the board.

The next order of business was recognition of John Harvey for his service to the board.

**Agenda item number 6** was public comment. There was no comment.

**Agenda item number 7** was discussion regarding absent board members. No action was taken.

**Agenda item number 8** was approval of the minutes from the January 27, 2003. **A motion was made, seconded, and passed** to approve the minutes with corrections.

**Agenda item number 9** was the Chair report. Natalie Steadman, Chair, discussed the lack of quarterly meetings of the Council of Independent Board Chairs due to reductions in the budget. No action was taken.

**Agenda item number 10** was the division director's report. Jim Zukowski discussed the reorganization of the Professional Licensing and Certification Division and the consolidation of the Texas Department of Health per HB2292. He also discussed the sanctioning authority of the board and the creation of the Office of Patient Protection as a result of a legislative mandate. No action was taken.

**Agenda item number 11** was the staff report on program information and operations. Heather Muehr discussed the customer survey report. No action was taken.

**Agenda item number 12** was the staff report concerning examination statistics. Eileen Hartman provided handouts and discussed statistical information from the May 2003 examination. No action was taken.

Agenda item number 13 was the Executive Secretary's report regarding new licenses issued. Bill Wissen discussed

MINUTES

the licensing process for the new board members. He also stated that 127 new licenses had been issued. No action was taken.

**Agenda item number 14** was the Education Committee report. Natalie Steadman reported that the committee would start meeting annually. She also discussed the committee's recommendations concerning the review process of the practical examination. No action was taken.

**Agenda item number 15** was discussion and possible action concerning board policy 00-003. No action was taken.

**Agenda item number 16** was the Continuing Education Committee Report. Liz Hoffman reported that two requests to provide continuing education credit have been approved. No action was taken.

**Agenda item number 17** was the review of the financial report. Jim Zukowski discussed the budget. No action was taken.

**Agenda item number 18** was discussion and possible action regarding Senate Bill 287. Carolyn Wright discussed the Bill that changed the Advisory Board of Athletic Trainers from a six-member board to a five-member board. Elicia Leal was selected by lot to resign from the board in order to meet this requirement. No action was taken.

**Agenda item number 19** was concerning contracts. Heather Muehr discussed the contracts and the process for reimbursement of travel expenses.

**Agenda item number 20** was concerning the election of officers. T. Ross Bailey was selected for Vice-Chair and Leilani Cronin was selected for Secretary.

The next order of business was the next meeting date, which will be set at a later time.

The last order of business was adjournment.	A motion was made, seconded, and passed to adjourn
Natalie Steadman, Chair	Secretary