

IOWA BOARD OF ATHLETIC TRAINING
Minutes

June 14, 2011

Lucas State Office Building
Conference Room 526
Des Moines, Iowa

The meeting was called to order by Melody Higgins, vice chair at 11:07 am.

Roll Call

PRESENT

Pamela Davis, MD
Melody Higgins, LAT
William Jacobson, MD (not present for elections)
Geoff Jensen
Troy Kleese, LAT
Shaun McCarthy, LAT

ABSENT

Christina Taylor, MD

Staff present

Sharon Dozier, board executive
Barb Huey, bureau chief
Paulette Lappe, clerk specialist
Sara Scott, AAG

Election of Officers

A motion was made by Kleese to elect Melody Higgins as board chair. Motion seconded by Davis. Motion passed unanimously.

A motion was made by McCarthy to elect Pamela Davis as board vice chair. Motion seconded by Higgins. Motion passed unanimously.

Approval of Minutes

The minutes of the March 25, 2010 meeting were approved as written. (MSC: Kleese/McCarthy)

Reports

Board Executive- Sharon Dozier introduced herself and Paulette Lappe to the Board. Dozier discussed the travel payment form, meal reimbursement, and parking. Board members may park in the ungated employee lots, including Lot 16, which is across from the Lucas Bldg. on the NE corner of Grand Avenue and E. 15th Street. There is also some on-street parking available. Anyone parking in a visitor lot may be ticketed. The forms were handed out for members to complete for direct deposit of per diem and expense checks. Dozier also discussed the roles of

the discipline committee and rules committee. The prospective meeting dates for 2012 were discussed. [See meeting dates listed at the end of this document.] It was noted that the December meeting has been in person in the past, but this year it will be a conference call.

Bureau Chief- Barb Huey gave an update on the current status of the new software system called AMANDA. The Board of Medicine has this system in place, and it will be approximately one year before the program is complete for the boards in the Bureau of Professional Licensure. Huey noted that the Bureau's 131 board members will be able to log in to their board folder in the system, which will provide secure access to review confidential information. Licensure applicants and licensees will also be able to perform more functions online, i.e., initial licensure application, renewal, reactivation, and verifications.

AAG- Sara Scott introduced herself, and noted that she will now represent this board, as AAG Kris Ensign has assumed new duties in the AG Office. Scott gave the annual review of the Guidelines for Board members, noting that the board's role is to advocate for the public, not the profession. She reviewed the need for meeting attendance, for adhering to the legal requirements for confidentiality, and to disclose possible conflicts of interest. She also highlighted the open meetings requirements, discipline options, and the respective roles following the filing of charges in a case.

Chair- Dee Higgins made the following committee assignments:

Discipline- Jacobson, Kleese, Higgins

Rules- McCarthy, Davis, Jensen

Following discussion, it was decided that the Rules Committee will meet on an ad hoc basis. Members of the Discipline Committee suggested that the NATA code of ethics be reviewed for possible incorporation in the administrative rules.

BOC meeting – Higgins will attend the Board of Certification Athletic Trainer Regulatory Conference on July 8 and 9. She will ask about ethics codes other states may have adopted.

Administrative Rules

The following amendment to 645—4.3(5) was adopted: Board meetings shall be governed in accordance with Iowa Code chapter 21, ~~and the board's proceedings shall be conducted in accordance with Robert's Rules of Order, Revised.~~ (MSC: Davis/McCarthy)

Public Comment

None

Complaints

In accordance with Iowa Code 21.5(1)d, the Board went into closed session at 12:06 p.m. by unanimous roll call vote to discuss complaints. (MSC: Kleese/Jacobson) Roll call vote of the members present:

Pamela Davis, aye

Melody Higgins, aye

William Jacobson, aye
Geoff Jensen, aye
Troy Kleese, aye
Shaun McCarthy, aye

The Board returned to open session at 12:25 p.m. The following action was taken:

Case 09-001 was closed. (MSC: McCarthy/Jacobson) Higgins recused.

There was discussion of the remaining board meeting dates for 2011, and the 2012 meeting dates. Following are the agreed upon dates.

Remaining 2011 Board Meetings

September 20 at 11 am (the agenda incorrectly listed as September 30)

December 20 (will be a conference call at 11 am.)

2012 Board Meetings

March 27, June 19, September 18, and December 18.

Adjournment

The meeting adjourned at 12:32 pm. (MSC Kleese, McCarthy)

The minutes were approved by the board on December 20, 2011.