

MINUTES OF THE MEETING AND PUBLIC WORKSHOP FOR THE  
NEVADA STATE BOARD OF ATHLETIC TRAINERS (NSBAT)

DATE: **April 27, 2018**

LOCATIONS:

University of Nevada, Reno  
1664 N. Virginia Street  
System Computing Services  
Room #47  
Reno, Nevada 89557

University of Nevada, Las Vegas  
4505 S. Maryland Parkway  
System Computing Services  
Room #102  
Las Vegas, Nevada 89154

1. Meeting called to order by NSBAT Chairman, Jeremy Haas at 9:06 a.m.

**Board Members Present:** Chairman Jeremy Haas, Vice Chair Tedd Girouard, Board Members Frank Sakelarios, and Randi Hunewill (via teleconference).

**Staff Present:** Sarah Bradley, Senior Deputy Attorney General; Stacey Whittaker and Michelle Cothrun, Board Executive Secretary

**Public Members Present:** Nicole Guralny, Esq.

2. **Public Comments.** Nicole Guralny, Esq. is attending to provide public comments on agenda item #9 regarding the Physical Therapy Board's proposed changes to NAC 640.595 and the specific mention of Athletic Trainers. Ms. Guralny refers to the letters she drafted and submitted to the PT Board and our Board about her concerns and objections to the proposed language changes to NAC 640.595. She states the research she has conducted and concludes that the PT Board is overreaching its authority in specifically mentioning and including Athletic Trainers with its new proposed language. The Board then decides to skip ahead to agenda item #9 so that Ms. Guralny can stay for that discussion.

3. **Review and discuss the Physical Therapy Board's proposed changes to NAC 640. (For possible action)** Ms. Guralny mentions that the PT Board's next meeting is scheduled for May 4<sup>th</sup> and that she plans to attend. The Board members discuss if anyone will be able to attend to offer feedback on the new proposed language. Tedd Girouard says that the agenda for the May 4<sup>th</sup> meeting is not posted on the PT Board's website. Sarah Bradley states that the agenda for the meeting should be posted later today. The Board members discuss the proposed language and how to best address concerns with the PT Board. Sarah Bradley advises to write a letter stating the concerns with the focus being on how to best serve to protect the public. She also states that a conversation between the Jeremy Haas, Chairman, and the Chairman of the PT Board may be beneficial. The Board discusses sending written comment to the PT Board requesting that they strike the last sentence in their proposed language so that Athletic Trainers are no longer mentioned in their legislation. The letter will be drafted by Michelle Cothrun for Jeremy Haas and Tedd Girouard to review before sending to the PT Board. Tedd Girouard motions to have the letter written for Jeremy Haas to sign. Frank Sakelarios seconds the motion. The motion passes unanimously. Ms. Guralny, member of the public, excuses herself and leaves the meeting.

4. **Review and approve Board meeting minutes of December 15, 2017 (For possible action)** Jeremy Haas motions to have the Board meeting minutes of December 15, 2017 approved. Tedd Girouard seconds. The motion passes unanimously.

5. **Update on disciplinary action reports and investigations of unlicensed activity. (Discussion)** Michelle Cothrun reports to the Board that the person that was sent letters regarding unlicensed activity is now licensed.

The Board's 4<sup>th</sup> quarter 2017 and 1<sup>st</sup> quarter 2018 disciplinary action reports were submitted to the Legislature. No disciplinary actions have been taken by the Board. The following statistics were submitted:

For 4<sup>th</sup> quarter 2017:

- 9 licenses were issued or restored.

For 1<sup>st</sup> quarter 2018:

- 3 licenses were issued or restored and 2 application are pending.
- The total number of licensed Athletic Trainer in the State is 242 for the end of 1st quarter 2018.

The Board has also received 5 new application since then that are pending.

Sarah Bradley explains that the requirements for reporting to the Legislature was amended with additional categories. She will email Michelle the new requirements. There are no further questions or comments.

**6. Public Workshop to review and discuss proposed changes to NAC640B. The Board will also receive public comments regarding these proposed changes. After receiving public comments, the Board may vote to amend its proposed regulation draft and will then send it to the Legislative Counsel Bureau for review and drafting. (For possible action)** No members of the public are present for comments. The Board discusses the proposed changes to NAC640B and Sarah Bradley explains the new provisions. It is noted that the legal name for National Athletic Trainers' Association Board of Certification, Inc. has changed to the Board of Certification, Inc. (BOC). The correct name is confirmed and it is decided that all mentions of the BOC should be corrected, including 640B.030 and 640B.040.

Sarah Bradley explains the next steps. She will make the corrections and send the changes to Michelle Cothrun, who will submit the proposed changes to the Legislative Counsel Bureau for review and drafting. Frank Sakelarios motions to have the proposed regulation draft with the changes discussed submitted to the Legislative Counsel Bureau. Tedd Girouard seconds the motion. The motion passes unanimously.

Sarah Bradley explains the next steps. She will make the corrections and send the changes to Michelle Cothrun, who will submit the proposed changes to the Legislative Counsel Bureau for review and drafting. Frank Sakelarios motions to have the proposed regulation draft with the changes discussed submitted to the Legislative Counsel Bureau. Tedd Girouard seconds the motion. The motion passes unanimously.

**7. Elect a Board member as Treasurer to review financial statements. (For possible action)** The Board members discuss the potential role of a Treasurer. Sarah Bradley explains the role as an internal control. The Treasurer would review the statements and backup that Michelle Cothrun provides to the Board's bookkeeper, Carol Woods. Frank Sakelarios motions to elect Randi Hunewill as the Board Treasurer. Tedd Girouard seconds the motion. The motion passes unanimously.

**8. Review and discuss a proposed Budget. (For possible action)** The Board reviews and discusses the proposed budget. Michelle Cothrun states that the proposed budget is very basic; however, QuickBooks online has additional functionality for a \$50 monthly fee, while the current price is \$31 per month. With the additional functionality, the bookkeeper will be able to prepare a more detailed budget using the historical data in QuickBooks and a way to perform a reserve funds analysis. Jeremy Haas motions to approve the proposed budget. Tedd Girouard seconds the motion. The motion passes unanimously.

Jeremy Haas also motions to add the Budget functionality added in QuickBooks online for \$50 per month. Frank Sakelarios seconds the motion. The motion passes unanimously.

**9. Review and discuss LogiForms for online renewals and Wells Fargo credit card services to compare to PayPal's fees for online payment processing. (For possible action)** The Board would like to see a working prototype of the online renewal form with LogiForms before making a decision. Michelle Cothrun will work to prepare a working prototype for the Board to test. A conference call will be scheduled for the Board's final decision. No action is taken.

**10. Review and discuss the CrossFit Specialty Course: Adaptive Training. (For possible action)** No action will be taken.

**11. Review and discuss financial status of the Board, including approval of all claims and expenses. (For possible action)** Michelle Cothrun asks if there are any questions about the expenses. Tedd Girouard motions to approve the expenses. Frank Sakelarios seconds the motion. The motion passes unanimously.

**12. Report from Executive Secretary, Michelle Cothrun. (For possible action)** Michelle Cothrun explains to the Board that she will need Board approval to be given VPN token access to the Boards website to

post items. Tedd Girouard motions to have VPN token access give to Michelle Cothrun to post items to the Board's website. Jeremy Haas seconds the motion. The motion passes unanimously.

**13. Report from Senior Deputy Attorney General, Sarah Bradley. (Discussion)** Sarah Bradley has nothing more to report.

**14. Future agenda items. (Discussion)**

**A. Review and approve meeting minutes of April 27, 2018.**

**B. Update on disciplinary action reports and investigations of unlicensed activity.**

**C. Review and discuss financial status of the Board.**

**D. Review and discuss the results of the license renewal process**

**15. Discussion, possible decision on date of next meeting. (For possible action)** The Board discusses options. The conference call to discuss and make a final decision regarding using LogiForms and STRIPE for the online renewal process will be held on Wednesday, May 9<sup>th</sup> at 2:00pm. And it is decided that the next Board Meeting will be held on Friday, August 31, 2018 at 9:00am. There are no further comments.

**16. Public Comments.** There are no public comments.

**17. Meeting adjournment.** Jeremy Haas motions to adjourn the Board Meeting at 10:57am. Tedd Girouard seconds the motion. Motion passes unanimously.