**MINUTES OF THE MEETING FOR THE**

 **NEVADA STATE BOARD OF ATHLETIC TRAINERS (NSBAT)**

DATE: **March 15, 2019**

LOCATION:

 **University of Nevada Reno** **Via Teleconference**

1664 N. Virginia Street

 System Computing Services

 Building 133, Room #5

 Reno, Nevada 89557

1. Meeting called to order by NSBAT Chairman, Jeremy Haas at 9:04AM.

**Board Members attending via telephone:** Chairman Jeremy Haas, Vice Chair Tedd Girouard, Board Members Keoni Kins and Randi Hunewill

**Staff Present:** Sarah Bradley, Senior Deputy Attorney General (via telephone);Michelle Cothrun, Board Executive Secretary (in person)

1. **Public comment.** There are no public members present at the in person location.
2. **Review and approve proposed budget for Tedd Girouard to attend the 2019 BOC Athletic Trainer Regulatory Conference being held on July 12-13, 2019 in Omaha, Nebraska. (For possible action)** The Board discusses the proposed budget. Tedd mentions that he received the email from Michelle Cothrun that states that the BOC offers two free hotel nights. He states that there is no direct flight on Saturday night so he will fly back on Sunday morning. The Board will then pay for the one night due to flight schedules. Jeremy Haas motions to send Tedd to attend the regulatory conference and to pass the budget as proposed. Randi Hunewill seconds the motion. Tedd Girouard abstains from voting. It passes unanimously.
3. **Review and approve pricing for creating a database using AirTable and Zapier. (For possible action)** Michelle Cothrun states that there is an option for creating an online database that is cost effect using AirTable and Zapier. AirTable is an online database software and Zapier is an integration software that allows LogiForms, STRIPE and many other apps to communicate with AirTable. The Board discusses whether an online database is necessary. The benefit is data for all licensees with be in one location and updating information can be automated rather than done manually. When data is entered manually there is more opportunity for errors. In addition, the initial application for licensure will be completed online in a similar manner to the renewals. Keoni Kins asks if this will allow for better management of the active licensee lists on the Board’s website. Michelle explains that there is an option for a link to the active licensee list to be added to the Board’s website that will provide more real-time data as opposed to the current process of posting a pdf of the active list to the website. The Board discusses how yearly pricing saves the Board money over paying on a monthly basis with each software costing $20 per month. Keoni Kins asks if collecting other bids is necessary. Sarah Bradley states that the price is low so there should be no objection. The other options that have been considered are so expensive. It is decided that the pricing will be approved on a trial basis for one year. Jeremy Haas motions to approve the pricing for creating a database using AirTable and Zapier for one year on a trial basis and to reevaluate after one year’s time. Tedd Girouard seconds and the motion passes unanimously.
4. **Public comment.** There are no public comments.
5. **Adjournment. (For possible action)** Jeremy Haas adjourns the Board Meeting at 9:20am.