

**NEVADA STATE BOARD OF ATHLETIC TRAINERS
SUBCOMMITTEE ON DRY NEEDLING
AGENDA AND NOTICE OF PUBLIC MEETING**

DATE & TIME: August 23, 2023 @ 7:00 p.m.

Zoom Access:

Meeting ID: 897 506 8640

Passcode: 640B

<https://us06web.zoom.us/j/8975068640?pwd=ckhJYStrbi9wWk5BbXdKQXlTMnVCZz09>

The Board is pleased to invite individuals of the public to participate remotely using Zoom. To learn more about Zoom, go to <https://zoom.us/>. On the scheduled day and time of the meeting, use the link above or visit the Zoom website and click “Join Meeting.” You will be prompted to enter your name, along with the Meeting ID and Meeting Passcode above.

PLEASE NOTE: The Board may take items out of order, combine items for consideration, and items may be pulled or removed from the agenda at any time. Public comment will be taken at the beginning and end of the meeting. The public may provide comment on any matter within the Board’s jurisdiction and/or authority, whether or not that matter is a specific topic on the agenda. However, prior to the commencement and conclusion of a contested case or quasi-judicial proceeding that may affect the due process rights of an individual, the Board may refuse to consider public comment on that item. (NRS 233B.126) Public comment that is willfully disruptive is prohibited, and individuals who willfully disrupt the meeting may be removed from the meeting. (NRS 241.030(5)(b)) The Board may convene in closed session to consider the character, alleged misconduct, professional competence or physical or mental health of a person (NRS 241.030). Once all items on the agenda are completed, the meeting will adjourn.

1. Call meeting to order and introduction of members to determine the presence of a quorum.
2. Public comment.

NOTE: Public comment is welcomed by the Board and may be limited to three minutes per person at the discretion of the Chair of the Board. Public comment will be allowed at the beginning and end of the meeting, as noted on the agenda. The Chair of the Board may allow additional time to be given a speaker as time allows and at their sole discretion. Comments will not be restricted based on viewpoint. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken (NRS 241.020)

3. Review and discuss documentation of education and training submitted by licensed Athletic Trainers to determine which licensees can be recommended for Board approval to perform dry needling and which require additional documentation for Subcommittee review and investigation before a recommendation for Board approval can be made. **(For Possible Action)**

4. Review and approve Subcommittee meeting minutes for the following dates: July 13, 2021; August 5, 2021; November 10, 2021; January 26, 2022; June 16, 2022; December 2, 2022; and March 16, 2023. **(For Possible Action)**
5. Future agenda items. **(Discussion)**
6. Discussion and possible decision on date of next meeting. **(For Possible Action)**
7. Public comment.

NOTE: Public comment is welcomed by the Board and may be limited to three minutes per person at the discretion of the Chair of the Board. Public comment will be allowed at the beginning and end of the meeting, as noted on the agenda. The Chair of the Board may allow additional time to be given a speaker as time allows and at their sole discretion. Comments will not be restricted based on viewpoint. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken (NRS 241.020)

8. Adjournment. **(For Possible Action)**

Pursuant to NRS 241.030 the board may close the meeting to consider the character, misconduct, competence, or health of a person.

Items on the agenda may be taken out of order; items may be combined for consideration by the public body; and items may be pulled or removed from the agenda at any time.

Action by the Board on any item may be to approve, deny, amend, or table.

The Board may allow for public comments after each agenda item. In consideration of others, please limit your comments to no more than five (5) minutes. Prior to the commencement and conclusion of a contested case or quasi-judicial proceeding that may affect the due process rights of an individual, the Board may refuse to consider public comment. See NRS 233B.126. Public comment options may include, without limitation, telephonic or email comment. To submit public comment, contact Michelle Cothrun at (775) 787-2636 or atrainner@nsbat.nv.gov.

The Board is pleased to make reasonable accommodations for members of the public who are disabled and wish to participate in the meeting. If accommodations are necessary, please contact Michelle Cothrun, Executive Secretary, at (775) 787-2636 no later than 9:00am the day before the meeting. Board meeting correspondence and supporting materials may also be obtained by contacting Michelle Cothrun at (775) 787-2636 or atrainner@nsbat.nv.gov or by visiting <http://nevadaathletictrainers.nv.gov/>

NOTICES FOR THIS MEETING HAVE BEEN POSTED IN ACCORDANCE WITH NRS 241.020, ON OR BEFORE THE THIRD WORKING DAY BEFORE THE MEETING AT THE FOLLOWING LOCATIONS:

*State of Nevada, Department of Administration Public Notice website: <https://notice.nv.gov/>

*The Nevada State Board of Athletic Trainer's website: <https://nevadaathletictrainers.nv.gov/>

*The Board office at 6170 Mae Anne Avenue, Ste 1, Reno, NV 89523-4705

In addition, this notice/agenda was mailed, e-mailed or faxed to groups and individuals as requested.

**MINUTES OF THE MEETING FOR THE
NEVADA STATE BOARD OF ATHLETIC TRAINERS (NSBAT)
SUBCOMMITTEE ON DRY NEEDLING**

DATE & TIME: **November 10, 2021**

Public Access with Zoom:

Meeting ID: 897 506 8640

Passcode: 640B

1. **Meeting called to order by Kyle Moore, Subcommittee Chair, at 7:15 PM.**

Subcommittee Members Present: Kyle Moore, Board Member; Keoni Kins, Board Members; Steve McCauley, Public Member.

Staff Present: Michelle Cothrun, Executive Secretary.

2. **Public comment.** No members of the public present. Michelle Cothrun confirmed that the Board office has not received any public comment via email or other means. No public comment.

3. **Review and discuss documentation of education and training submitted by licensed Athletic Trainers to determine which licensees can be recommended for Board approval to perform dry needling and which require additional documentation for Subcommittee review and investigation before a recommendation for Board approval can be made. (For Possible Action)** Kyle Moore begins the discussion with applicant #97, Jacobucci, who does not enough hours for the 125. Michelle Cothrun advised the applicant to focus on the 80 hours there are missing from the first verification form they submitted. They did let Michelle know they are having difficulty getting their transcript and finding some certificates. The Subcommittee discusses what can be done to complete this application. Keoni Kins reiterates that #97 must submit certificates for the courses they have submitted. To make it easier on themselves, there are potentially 90 hours on their graduate transcript, which they have already submitted. Kyle instructs Michelle to remind the applicant that any coursework on the application must have a either a transcript or a certificate. And if they have problems finding those certificates, an alternative may be to look at their graduate transcripts, as there are courses the Subcommittee deemed as favorable.

Kyle comments that the last anatomy course applicant #89 Avila listed did not have a reference on their transcript. However, the hours are met without it. Applicant #99 Henke has a solid application. The additional information, requested by the Board at their September 13, 2021 meeting, that #103 Johnson submitted was thorough and educational about the NeuroKinetic Therapies. Kyle notes that applicant #101 Gordon, that had the unfortunate circumstance of the shortened hours of the Dry Needling course, completed a second Dry Needling course. The Subcommittee agrees that #89 Avila, #99 Henke, #101 Gordon, and #103 Johnson can all be recommended to pass.

Regarding #75 Wildes, the AT in the military, was under the impression that they had to have 150 hours of Dry Needling courses. Michelle explained that the statute specifies one 25 hour in person Dry Needling course. She also noted in the database that the applicant's email specified that the military base they work at issued a moratorium on dry needling; therefore, their application was withdrawn.

Michelle remarks that she has received complaints regarding this review process. Some Athletic Trainers resent having to fill out the form, find the documentation, and go through this review/approval process. They do not realize that the regulation barely passed. Steve McCauley recalls a similar pushback when the Board started with licensure. Unless someone is familiar with the backstory, they will not appreciate the process. Keoni adds that the attitude is that our Board will let anyone dry needle, which is why the Subcommittee must follow the regulation to the letter and be thorough and consistent with these reviews.

Michelle Cothrun confirms that the applicants that are recommended to pass are as follows: #89 Avila; #99 Henke; #101 Gordon; and #103 Johnson. Additional information is still required from #97 Jacobucci. There is no further discussion.

4. **Future agenda items. (Discussion)** Kyle Moore suggests that #97 Jacobucci will need to be reviewed again. He instructs Michelle Cothrun to let them know that the next Board meeting is on December 6, 2021, and their completed application will need to be reviewed before then. Michelle Cothrun suggests that the meeting minutes be approved at the next Subcommittee meeting. There is no further discussion.

5. **Discussion and possible decision on date of next meeting. (For Possible Action)** Kyle Moore suggests waiting to set the date of the next Subcommittee meeting until the completed application is received by #97 Jacobucci. There is no further discussion.

6. **Public comment.** No members of the public joined during the meeting. There is no public comment.

7. **Adjournment. (For Possible Action)** Keoni Kins motions to adjourn the meeting at 7:46PM. Steve McCauley seconds the motion, and it passes.

**** MEETING MINUTES ARE SUBJECT TO APPROVAL
AT THE NEXT SCHEDULED SUBCOMMITTEE MEETING ****

**MINUTES OF THE MEETING FOR THE
NEVADA STATE BOARD OF ATHLETIC TRAINERS (NSBAT)
SUBCOMMITTEE ON DRY NEEDLING**

DATE & TIME: **January 26, 2022**

Public Access with Zoom:

Meeting ID: 897 506 8640

Passcode: 640B

1. **Meeting called to order by Kyle Moore, Subcommittee Chair, at 7:15 PM.**

Subcommittee Members Present: Kyle Moore, Board Member; Keoni Kins, Board Member; Steve McCauley, Public Member.

Staff Present: Michelle Cothrun, Executive Secretary.

2. **Public comment.** No members of the public present. Michelle Cothrun confirms that the Board office has not received any public comment via email or other means. No public comment.

3. **Review and discuss documentation of education and training submitted by licensed Athletic Trainers to determine which licensees can be recommended for Board approval to perform dry needling and which require additional documentation for Subcommittee review and investigation before a recommendation for Board approval can be made. (For Possible Action)** Kyle Moore begins the discussion with #97 Jacobucci. The Subcommittee discusses whether a couple of the courses should be accepted considering that the course provider is no longer in business. Even so, the most recent application has graduate level courses, which make up the hours of the courses in question. They are recommended to pass. Applicant #104 Galor has a very clean application. However, they are missing one of their transcripts. Michelle Cothrun explains that they did submit their transcript but for some reason, it was not formatted correctly. They are a provisional pass and will be recommended to pass once they submit an unofficial graduate transcript. Applicant #105 Harkins has contact hours not matching the credit hours. The Subcommittee discusses how applicants are having difficulty calculating credit versus contact hours. Neither the statute nor the regulations specifically mention credit hours, only contact hours. Since #105 Harkins has enough contact hours, they are recommended to pass. Applicant #106 Fasth has included courses in the application that do not line up with their transcript. #106 Fasth is a provisional pass. Once they update the form to show the correct course, they will be recommended to pass.

Applicant #107 Gahan included an attestation form. Keoni Kins points out that the attestation form has four (4) checkboxes that all need to be checked. None of the check boxes were checked. The Subcommittee discusses whether an applicant should be able to attest to the Dry Needling course. Keoni explains that the timeframe for the attestation form comes from the requirement to keep certificates of completion for CEUs for three (3) years. The Subcommittee decides on a provisional pass. Once they submit a corrected attestation form, they will be recommended to pass. #108 Royal submitted their application and documentation just in time for this meeting. The Subcommittee discusses how a three-credit class can have 54 contact hours. Keoni states that a lab has more contact hours per credit hour. However, the math still does not add up. To avoid confusion, Michelle would like to add an

explanation to the verification form of how credit to contact hours can be calculated. #108 Royal is recommended to pass.

Kyle Moore summarizes the discussion with the passes and provisional passes. The applications that are recommended to pass are #97 Jacobucci, #105 Harkins, and #108 Royal. The applications that have provisional passes and will be recommended to pass once they submit the requested information are #104 Galor, #106 Fasth, and #107 Gahan.

4. **Review and approve Subcommittee meeting minutes for the following dates: February 17, 2021; February 23, 2021; March 16, 2021; July 13, 2021; August 5, 2021; and November 10, 2021. (For Possible Action)** Kyle Moore states that he was able to review the minutes from February 23, 2021 and can approve those minutes. Kyle instructs Michelle Cothrun that as she finishes the minutes to add them to the next meeting agenda.

Keoni Kins motions to approve meeting minutes from February 23rd. Steve McCauley seconds the motion, and it passes.

5. **Future agenda items. (Discussion)** The Subcommittee will continue to review the verification forms as they come in. There is no further discussion.

6. **Discussion and possible decision on date of next meeting. (For Possible Action)** Kyle Moore states that the date of the next meeting is to be determined. There is no further discussion.

7. **Public comment.** No members of the public joined during the meeting. There is no public comment.

8. **Adjournment. (For Possible Action)** Kyle Moore motions to adjourn the meeting at 8:07 PM. Keoni Kins seconds the motion, and it passes.

**** MEETING MINUTES ARE SUBJECT TO APPROVAL
AT THE NEXT SUBCOMMITTEE MEETING ****

**MINUTES OF THE MEETING FOR THE
NEVADA STATE BOARD OF ATHLETIC TRAINERS (NSBAT)
SUBCOMMITTEE ON DRY NEEDLING**

DATE & TIME: June 16, 2022

Public Access with Zoom:

Meeting ID: 897 506 8640

Passcode: 640B

1. **Meeting called to order by Kyle Moore, Subcommittee Chair, at 6:30 PM.**

Subcommittee Members Present: Kyle Moore, Board Member; Keoni Kins, Board Member; Steve McCauley, Public Member.

Staff Present: Michelle Cothrun, Executive Secretary.

2. **Public comment.** No members of the public present. Michelle Cothrun confirmed that the Board office has not received any public comment via email or other means. No public comment.

3. **Review and discuss documentation of education and training submitted by licensed Athletic Trainers to determine which licensees can be recommended for Board approval to perform dry needling and which require additional documentation for Subcommittee review and investigation before a recommendation for Board approval can be made. (For Possible Action)** Kyle Moore states that applicants #109 Zdebiak, #110 Whitehouse, #111 Burns, and #112 Avruskin can be recommended to pass. Steve McCauley states that all four (4) applications meet the requirements set forth and Keoni Kins agrees.

Kyle Moore motions to recommend to pass the four (4) applicants at the next Board meeting, which Michelle Cothrun can forward to the Chair of the Board. Keoni Kins seconds the motion, and it passes.

4. **Review and approve Subcommittee meeting minutes for the following dates: February 17, 2021; February 23, 2021; March 16, 2021; July 13, 2021; August 5, 2021; and November 10, 2021. (For Possible Action)** Michelle Cothrun explains to the Subcommittee that she has only prepared the first three (3) meeting minutes. Keoni Kins motions to approve the Subcommittee on Dry Needling minutes from February 17, 2021; February 23, 2021, and March 16, 2021. Steve McCauley seconds the motion, and it passes.

5. **Future agenda items. (Discussion)** Kyle Moore states that the other three (3) remaining meeting minutes will need to be approved. He asks the Subcommittee if there are any other future agenda items. Steve McCauley asks if this Subcommittee was given a sunset date. Michelle Cothrun explains that Tedd

Girouard, the Board Chair, did not specify an end date. Keoni Kins has termed out as a Board member and can continue as a Public member, the same as Steve McCauley. Kyle asks if this Subcommittee is a burden to either. Both Steve and Keoni confirm that serving on the Subcommittee is not a burden at all. Keoni asks Michelle to confirm if the Subcommittee needs a minimum number of Board members. Michelle will confirm. Kyle thanks Steve and Keoni for continuing to be a part of this Subcommittee. There is no further discussion.

6. **Discussion and possible decision on date of next meeting. (For Possible Action)** Kyle Moore states that the date of the next meeting is to be determined. Michelle Cothrun is keeping the Subcommittee up to date on applicants, grouping them together, and focusing on the timeframe closer to the Board meetings to not waste anyone's time. There is no further discussion.

7. **Public comment.** No members of the public joined during the meeting. There is no public comment.

8. **Adjournment. (For Possible Action)** Kyle Moore motions to adjourn the meeting at **6:42 PM**. Steve McCauley seconds the motion, and it passes.

**** MEETING MINUTES ARE SUBJECT TO APPROVAL
AT THE NEXT SCHEDULED SUBCOMMITTEE MEETING ****

**MINUTES OF THE MEETING FOR THE
NEVADA STATE BOARD OF ATHLETIC TRAINERS (NSBAT)
SUBCOMMITTEE ON DRY NEEDLING**

DATE & TIME: December 2, 2022 @ 5:00 p.m.

Zoom Access:

Meeting ID: 897 506 8640

Passcode: 640B

1. **Meeting called to order by Kyle Moore, Subcommittee Chair, at 5:02 PM.**

Subcommittee Members Present: Kyle Moore, Board Member; Keoni Kins, Public Member; Steve McCauley, Public Member.

Staff Present: Michelle Cothrun, Executive Secretary.

2. **Public comment.** No members of the public present. Michelle Cothrun confirmed that the Board office has not received any public comment via email or other means. No public comment.

3. **Review and discuss documentation of education and training submitted by licensed Athletic Trainers to determine which licensees can be recommended for Board approval to perform dry needling and which require additional documentation for Subcommittee review and investigation before a recommendation for Board approval can be made. (For Possible Action)** Kyle Moore states that there are three (3) applications to review. For applicants #121 Yamamoto and #122 Lopes, he can recommend them to pass. Keoni Kins and Steve McCauley both agree.

The remainder of the discussion is centered around applicant #120 Bozart-Dow. The original Dry Needling certificate they submitted reflected 23.3 contact hours. They resubmitted the certificate that now is approved for 25 hours. Kyle points out that the Dry Needling course is a lower extremity only course. He questions whether the statute specifies that the course must cover the upper and lower full body. The Subcommittee acknowledges that the statute does not specify the full body. However, Kyle's concern is that he has never seen a certificate of completion be altered after the fact. He also questions why the applicant is applying for dry needling with the Board of Athletic Trainers when they are currently dry needling as a physical therapist. Michelle says that the applicant does not specify why they want to dry needle as an athletic trainer.

Keoni Kins states that he has never seen a two-day course worth 25 hours of physical contact hours. He reviewed the email thread between Michelle and the applicant. It appears that they are given the additional hours for reviewing literature ahead of the class. Keoni's main concern is that there is no clear evidence that this applicant has 25 hours of in person Dry Needling education. He looked at what the Physical Therapy Board approved for similar courses that divide the body into upper and lower extremities. They have approved them for fifteen (15) hours each for the two-day courses. No course is twelve (12) hours a day, but eight (8) hours a day. Pre-course work does not satisfy the in-person requirements as stated in the dry needling regulations.

The Subcommittee has set a precedent when they had a previous applicant with a Dry Needling course that was short two (2) hours. That applicant completed another Dry Needling course. After the discussion, Kyle Moore summarizes that the inclusion of pre-course review of literature to complete the 25 hours does not satisfy the in-

person requirement. Kyle tells Michelle that if the denial becomes an issue with the applicant, they are welcome to come to a Subcommittee meeting and discuss their case. And to use the example of the other applicant that completed another dry needling course to be approved.

In conclusion, regarding the three applicants reviewed, the Subcommittee is recommending at the next Board meeting to approve applicants #121 Yamamoto and #122 Lopes. Applicant #120 Bozart-Dow is being denied at this time. There is no further discussion.

4. **Review and approve Subcommittee meeting minutes for the following dates: February 17, 2021; February 23, 2021; March 16, 2021; July 13, 2021; August 5, 2021; November 10, 2021; January 26, 2022; and June 16, 2022. (For Possible Action)** Michelle Cothrun explains to the Subcommittee that she is adding last names of the applicants to the previously approved meeting minutes. She is having to work with State Web because for some reason the posted meeting minutes are no longer ADA compliant. Kyle Moore concludes that the Subcommittee will need to approve the meeting minutes at an upcoming meeting. There is no further discussion.

5. **Future agenda items. (Discussion)** Kyle Moore states that there are no future agenda items other than if more applications come in. He instructs Michelle Cothrun to reach out to the Subcommittee members to schedule a meeting before the next Board meeting when she receives new applications. There is no further discussion.

6. **Discussion and possible decision on date of next meeting. (For Possible Action)** The date of the next Subcommittee meeting is dependent on whether new applications are received. There is no further discussion.

7. **Public comment.** No members of the public joined during the meeting. There is no public comment.

8. **Adjournment. (For Possible Action)** Kyle Moore adjourns the meeting at **5:32PM**.

***** MEETING MINUTES ARE SUBJECT TO APPROVAL
AT THE NEXT SCHEDULED SUBCOMMITTEE MEETING *****

**MINUTES OF THE MEETING FOR THE
NEVADA STATE BOARD OF ATHLETIC TRAINERS (NSBAT)
SUBCOMMITTEE ON DRY NEEDLING**

DATE & TIME: **March 16, 2023**

Zoom Access:

Meeting ID: 897 506 8640

Passcode: 640B

1. **Meeting called to order by Kyle Moore, Subcommittee Chair, at 1:02 PM.**

Subcommittee Members Present: Kyle Moore, Board Member; Keoni Kins, Public Member; Steve McCauley, Public Member.

Staff Present: Michelle Cothrun, Executive Secretary.

2. **Public comment.** No members of the public present. Michelle Cothrun confirms that the Board office has not received any public comment via email or other means. No public comment.

3. **Review and discuss documentation of education and training submitted by licensed Athletic Trainers to determine which licensees can be recommended for Board approval to perform dry needling and which require additional documentation for Subcommittee review and investigation before a recommendation for Board approval can be made. (For Possible Action)** Kyle Moore voices his thoughts first with applicant #120 Bozart-Dow and then opens the discussion with Steve McCauley and Keoni Kins. Kyle is at a point where he would recommend to pass, because the Dry Needling Regulations do not address upper extremity or lower extremity courses, full body or introductory coursework. The course instructor explains why the course went from 23 to 25 hours to meet the requirements of the State. He is not sure he agrees with the process but there is an explanation from the course instructor.

Keoni states that the course instructor has not confirmed that there were 25 hours of in person contact time. 25 hours does not mean 25 contact hours, as many of those courses have pre course, online work to complete before the class. The course instructor may have petitioned the PT Board to say that the course is now worth 25 CEUs, but 25 CEUs is not 25 in person contact hours. Kyle agrees and reads what the instructor wrote in their letter: "I did not include the hours of pre coursework in the initial application. The Board included the pre course hours to reflect 25 hours." Kyle points out that if you look at the new certificate, it does say approved for CE credit by the Nevada Physical Therapy Association for 25 clinical contact hours in Dry Needling. Keoni agrees that those units were accepted by the PT Board as CEUs, which is what that certificate is saying.

Steve's main concern is setting precedent. Keoni does not want to set a precedent either. There needs to be clear documentation of 25 in person contact hours. Kyle agrees with all these points; however, there was a certificate produced that has 25 clinical contact hours on it. He understands the backstory of that certificate. Kyle asks Steve and Keoni if they agree that Michelle should reach out to this instructor to get some clarification.

Kyle reviews the regulation literature to be sure everyone is on the same page. He reads that a minimum of 25 hours must be in a postgraduate Dry Needling course approved by one of the above entities. The last sentence states

that for compliance, training must include in person practical training, and assessments. It does not state 25 hours of in person. Keoni thought the regulation specifically requires 25 hours in person. Kyle read from the application. He asks Michelle to look up the regulation. Michelle Cothrun reads from the Dry Needling statutes and regulation document posted on the Board website. It says: "Include at least 25 hours of didactic instruction and training provided through a postgraduate course of study that requires the successful completion of a written examination and a practical examination. Each part of the course, including, without limitation, each examination, must be completed in person."

Steve admits that might be different than what is on this application. The wording of the last sentence is concerning. To Kyle's point, it could be argued that it does not specifically say how many hours. Michelle recalls, when going over the regulation, that the practical experience and the examination needed to be completed in person. Even still, Steve points out that the letter says that two hours were not in person. Kyle instructs Michelle to reach out to this instructor and explain the Regulations that the Athletic Training Board of State of Nevada has of 25 hours in person contact hours needed. Can you confirm yes or no that your course provided 25 hours of in person education? Keoni states that if they confirm no, then the person still needs to produce two more documented in person hours. In terms of upper extremity and lower extremity, he agrees with the previous conversation. All licensed Athletic Trainers are expected not to do what they are not trained in. It is not the responsibility of the Subcommittee or the Board to regulate upper extremity or lower extremity. The LAT will do what they are trained to do.

Kyle ends the discussion of applicant #120 Bozart-Dow by asking Michelle to reach to the course instructor as soon as possible to give this applicant the best chance to be able to dry needle by the next Board meeting on March 22nd. Kyle moves on to the rest of the applicants.

Kyle goes down the list of applications that need to be reviewed. The Subcommittee finds that the following are recommended to pass: #121 Yamamoto, #122 Lopes, #123 Mertz, #124 Tobar, #125 Akana, #127 Pacheco, #128 Benzinger, #129 Rice, #130 Key, #134 Comeau, and #136 Reel.

The applications that require discussion are considered. #126 Castillo listed classes conducted at the Veterinary lab. The applicant provided an explanation that the systemic courses were Cellular Physiology courses conducted at the veterinary lab and were commonly recommended to all exercise physiology students. The Subcommittee accepts the explanation noting that not all Anatomy and Physiology classes have the benefit of a human cadaver dissection or prosection. For applicant #131 Flores Flores, Steve McCauley recuses himself. Kyle has a question regarding the number of hours counted for the graduate internship. Keoni questions why this application has thirty-seven (37) contact hours for their Dry Needling course. They should have twenty-seven (27) in-person hours with ten (10) online hours. However, their certificate does list all thirty-seven (37) as contact hours. Keoni would still like the applicants to do a better job at separating out the online hours from the in-person hours. Kyle and Keoni agree that #131 Flores Flores has enough hours and can be recommended to pass. Applicant #132 Ruiz Rios has listed their Dry Needling course twice. There is a question if they are two separate classes or the same one listed twice. Still, they meet the required hours and are recommended to pass. Applicants #133 Klein and #135 Christian had two (2) transcripts and the second ones were missed. After confirming that their classes are correctly documented, they are both recommended to pass. Keoni has not had a chance to review applicant #137 Flores. He takes a few minutes to review their application and agrees that they are recommended to pass. After discussion, the remaining applicants listed are recommended to pass: #126 Castillo, #131 Flores Flores, #132 Ruiz Rios, #133 Klein, #135 Christian, and #137 Flores.

Kyle Moore summarizes the Subcommittee reviews. There is a condition on applicant #120 Bozart-Dow. Michelle Cothrun will reach out to the instructor and ask if their course provided 25 hours of in person contact. If that answer is yes, the recommendation will be to pass. If no, then it will go under further discussion. All applicants #121 through #137 have been recommended to pass. There is no further discussion.

4. **Future agenda items. (Discussion)** Kyle Moore states that he does not have any future agenda items. Michelle Cothrun asks the Subcommittee members how they would like to know that the meeting minutes are ready for review. She is trying to avoid having the Subcommittee members review a bunch of documentation right before a meeting. After a discussion, Kyle Moore asks Michelle to email everyone as they are completed. Then the Subcommittee can review those on their own in preparation for the next meeting. The approval of the meeting minutes will be on the agenda at the next Subcommittee meeting. There is no further discussion.

5. **Discussion and possible decision on date of next meeting. (For Possible Action)** Kyle Moore states that the date of the next meeting depends on when new applications are received. If there is an answer from the conditional application, that can be discussed at the next Board meeting. It is on record from this meeting that the application will be recommended to pass if the course conductor replies yes to the question about 25 in-person hours. There is no further discussion.

6. **Public comment.** No members of the public joined during the meeting. There is no public comment.

7. **Adjournment. (For Possible Action)** Kyle Moore motions to adjourn the meeting at **1:47 PM**. Steve McCauley seconds the motion, and it passes.

***** MEETING MINUTES ARE SUBJECT TO APPROVAL
AT THE NEXT SCHEDULED SUBCOMMITTEE MEETING *****