

## Minutes

The Athletic Trainers Advisory Committee of the Board of Medical Licensure and Supervision met on February 1, 2017, in accordance with the Open Meeting Act. The regularly scheduled meeting was held at the office of the Board, 101 NE 51<sup>st</sup> Street, Oklahoma City, Oklahoma. Advance notice of this regular meeting was transmitted to the Oklahoma Secretary of State on November 1, 2016 and posted on the Board's website on January 30, 2017. The notice and agenda were posted in prominent public view on the front doors of the Oklahoma Board of Medical Licensure and Supervision building located at 101 NE 51st St., Oklahoma City, OK on January 30, 2017 at 10:15 a.m.

### Members Present:

Jeffrey L. McKibbin, AT  
Alex C. Brown, AT  
Barry L. Northcutt, MD  
Keith Chlouber, AT  
Megan Meier, MD

### Others Present:

Lyle R. Kelsey, Executive Director  
Reji Varghese, Deputy Director  
Barbara J. Smith, Executive Secretary  
Teresa Mitchell, Director of Licensing  
Kenna Shaw, Administrative Technician (Licensing)  
Ivory Ihegboro, Administrative Technician (Licensing)  
Tiffany Wythe, AAG, Committee Advisor

Having noted a quorum, Mr. McKibbin called the meeting to order at 9:00 a.m.

Following Committee review, Mr. Chlouber moved to approve the minutes from the September 14, 2016 special meeting as written. Dr. Northcutt seconded the motion and the vote was unanimous in the affirmative.

Next, Barbara Smith gave a brief update on Committee re-appointments made by the Medical Board on January 12, 2017. Jeff McKibbin, AT; Alex Brown, AT; Barry Northcutt, MD; and Keith Chlouber, AT, were each re-appointed to serve an additional five-year term.

**BREE MOORE** appeared in support of her application for Athletic Trainer licensure. Ms. Moore turned in a Form 5 that had a start date prior to the completion of her application and her receipt of a temporary license to practice. Ms. Moore attended Clark University in Iowa and also obtained a license in Iowa, but did not practice. She does not have a Master's degree, but was certified in May of 2016. Ms. Moore stated that Sara Steria is the head athletic trainer at Bacone College, Muskogee, Oklahoma, and had advised her she had a month to apply for licensure. The Committee had difficulty determining why it took so long for Applicant to provide her documentation since she knew that she could not legally practice without a Form 5 (supervision form.) She stated she thought the process would be similar to Iowa's process. Mr. McKibbin issued a Staff Directive that a letter be sent to Bacone College making them aware of

Oklahoma's licensing process and requirements with a copy also sent directly to the president of the college. Ms. Moore stated that Allen Foster is the athletic director. Following further discussion, Mr. Brown moved to approve the application of **BREE MOORE** for athletic trainer licensure effective today with a letter of no tolerance being placed in her file, a letter sent to her athletic director and supervising athletic trainer advising of the non-compliance with licensing regulations, and an evaluation received from the supervising athletic trainer regarding Ms. Moore's performance as an athletic trainer for Committee review at its next meeting. Dr. Meier seconded the motion and the vote was unanimous in the affirmative.

**ZANE BRUGENHEMKE** appeared in person to answer questions regarding his unlicensed activity. Applicant currently has an active license but it previously lapsed from September 1, 2016 until November 2, 2016 due to late renewal. Ms. Wythe stated that since Mr. Brughenhemke was allowed to renew his license and, therefore, is currently licensed, this matter should not be before the Committee. She stated that the renewal of his license waived the ability for the Committee to take any action under the renewal guidelines. Ms. Wythe stated that while it was allowed for the Committee to question the Applicant, this matter should have been referred to the Board's prosecuting attorneys for discipline.

Applicant stated he has a current Texas license. When he applied for licensure he used his email account from his previous employer as his contact email. That account was subsequently shut down and he did not receive notifications about his upcoming renewal. He stated that Shandra Guyard, a fellow athletic trainer, has provided much assistance to him regarding the licensing regulations. David Huslig, his supervisor, is a Physical Therapist at Mercy Hospital and supervising physician is William Stewart, MD. He is in good standing with the Board of Certification. The Committee discussed issuing a letter of no tolerance. It was explained to Mr. Brughenhemke that a letter of no tolerance states a licensure lapse will not be tolerated in the future. Mr. Chlouber moved to have a letter of no tolerance placed in Applicant's file. Mr. Brown seconded the motion and the vote was unanimous in the affirmative.

The Committee reviewed the 90-day performance evaluation of **STEVEN JOHN CONDON**, Athletic Trainer, provided by John Stemm, PT, ATC, LAT, Director of Athletic Training, Oklahoma State University, pursuant to the requirement of the Committee in its September 14, 2016 special meeting. Following Committee review, Dr. Meier moved to accept the evaluation as satisfactory. Dr. Northcutt seconded the motion and the vote was unanimous in the affirmative.

The Committee reviewed the two 90-day performance evaluations of **WILLIAM HEIM**, Athletic Trainer, provided by John Stemm, PT, ATC, LAT, Director of Athletic Training, Oklahoma State University, and Christina R. West, ACT, LAT, Graduate Assistant Athletic Trainer, Oklahoma State University, pursuant to the requirement of the Committee in its September 14, 2016 special meeting. Following Committee review, Mr. Brown moved to accept the evaluations as satisfactory. Mr. Chlouber seconded the motion and the vote was unanimous in the affirmative.

Mr. Brown moved to recommend approval of the following complete applications for athletic trainer licensure. Mr. Chlouber seconded the motion and the vote was unanimous in the affirmative.

**AT 973 GODWIN, KAYLA NICOLE  
AT 969 HANDEL, REBECCA ROSE  
AT 981 HOFFMAN, TIFFANY MARIE**

**AT 978 KING, ASHLEY  
AT 979 POUNDS, BRANDON JOE**

Mr. Brown moved to recommend approval of the following incomplete applications for athletic trainer licensure pending completion of the files. Dr. Northcutt seconded the motion and the vote was unanimous in the affirmative.

**AT 980 ADAMS, ALYSSA LORRAINE  
AT 983 BROWN, AUSTIN LANE  
AT 977 HAUCK, GREGORY GERALD  
AT 982 KIRKMAN, JASON STANLEY**

**AT 984 SEMRAD, PETER WILLIAM  
AT 974 TAKAIWA, MASAYASU  
AT 985 YOUNG, SCOTT**

Mr. Brown moved to recommend approval of the following complete applications for apprentice athletic trainer licensure. Mr. Chlouber seconded the motion and the vote was unanimous in the affirmative.

**AA 719 BAUTISTA ENRIQUE, C  
AA 725 COOPER, MIKYLA NAN  
AA 722 CREASON, AMANDA C  
AA 716 GRAY, RACHEL JOY**

**AA 717 RIEGEL, HANNAH NICOLE  
AA 720 THOMAS, JACOB MATTHEW  
AA 726 TOEWS, CALEB ANDREW  
AA 724 TOLBERT, JASIE MARIE**

Mr. Brown moved to recommend approval of the following incomplete applications for apprentice athletic trainer licensure pending completion of the files. Mr. Chlouber seconded the motion and the vote was unanimous in the affirmative.

**AA 723 PENICK, KAMMARA T  
AA 718 SNYDER, SAVANNAH JO**

**AA 721 ZABONIK, KAYTLAN**

Next, Teresa Mitchell presented a spreadsheet on the receipt of Form 5s, Supervision Forms, and how those forms are monitored in the licensing department. The Committee was appreciative of the information.

There being no new business, Mr. Brown moved to adjourn the meeting. Mr. Chlouber seconded the motion and the vote was unanimous in the affirmative. The time was 9:59 a.m.