

AzATA Board of Directors Meeting
February 9th 2008, Crowne Plaza Hotel

- I. Establish a quorum
 - A. Board members in attendance: Chris White, President; Becky Notestine, Vice President; Sharon McLaughlin, Secretary; Scott Horton, Treasurer; Gregg Schroeder, College and University Representative; JD Burgess, High School Representative (arrived late); Matt Anderson, Clinical/Professional Representative (arrived late)
 - B. Others in attendance: Rick Ball, Legal Counsel; Ian McLeod, Professional Education Chair; Missy Creemens, Meeting and Events Chair; Gerilyn Trulove, High School Student Committee Chair; Dave Hayward, AIA Liaison.
 - C. Quorum established with 5 in attendance at the beginning of the meeting.
- II. Welcome
 - A. Chris welcomes everyone and thanks the representatives from Tucson for making the drive to Phoenix.
 - B. Chris notes that there will be a need to make some changes in the schedule in light of the fact that there are only going to be a few committee members in attendance at the leadership session in the afternoon.
 - C. Chris shows the group that he has prepared committee sign up sheets to have displayed outside of the meeting room so that people can sign up to assist with committees that are of interest to them.
 - i. It is suggested that the name and contact information for the committee chair and members is added to the sheet. Sharon will be this information to Chris so that he can add it to the sign-up sheets.
 - ii. Chris notes that certain committees are doing well and don't need additional committee members. Other committees need additional people on board to help provide more assistance with moving the program forward.
 - iii. Rick notes that the board should determine the committee's role and provide them with guidance, not just leave it up to the committee.
 - 1. Each board liaison should be asked to come up with a description of what that committee should be responsible for, in greater detail than what is currently described in the policies and procedures. Some committees do not have any description.
 - 2. This will be discussed following the board meeting in lieu of the leadership session.
 - iv. Rick notes concern about the fact that all the board members are not in attendance and feels that Chris should be following up and making sure that board members are dedicated to being involved in the board or consider stepping down from their position on the board.
- III. Treasurer's Report (Scott)
 - A. Current general account is \$6,0426.33. That includes everything up until yesterday. NATAREF line has \$2000 because the check was not sent last year. So it will show as an overage for this year, but it is in fact making up for missing it last year. Scott will note on his log sheet that it is a donation for both years.
 - i. Chris reminds everyone that we had decided to donate half of the money to the Gary Delforge endowed scholarship fund and the other half to the general fund.
 - ii. Scott will attach a note with the check when we submits it so that the funds are allocated correctly.
 - B. Legislative Account is \$2,957.94. Scott notes that he is waiting for an invoice from Suzie Cannata for January-March. In order to assimilate with the NATA reimbursement we need to be paying out \$3,000 in lobbyist fees by March 31st.
 - i. Rick notes that the NATA GAC has modified their way of dispersing funds has changed and will provide up to \$3000. Bills indicating we have spent this much must be submitted by March 31st. Our lobbying fees are \$4000 so we are asking Suzie to bill us for \$3000 prior to the March deadline and then another bill for \$1000 later.

- ii. Matching grant is for \$1000 if we can show that we have raised \$1000 by the March 31st.
 - iii. Scott shares that we got \$375 of donations on the SPORG registration for the winter meeting.
 - iv. Rick notes that projected income should be increased by \$4000 because matching funds should be listed as \$1000 and reimbursement should be listed at \$3000. So our projected income should increase to \$20,800.00
 - v. Rick notes that he Scott and Matt should sit down with the GAC this weekend and discuss applying to the NATA for emergency funds to deal with the current bill that is looking to disband the licensing board.
- C. Professional Education Account is at \$16,712.48. Not all of the winter meeting expenses have been taken out of this figure.
- i. Scott notes that it was difficult to track winter meeting online versys paper registrations. In the future it will likely be just split by winter and summer meeting expenses.
 - ii. Scott has not received any of the checks associated with exhibitor registration.
 - 1. There are 9 exhibitors registered for the event.
 - 2. It is noted that there is a need to work on increasing registrations from exhibitors for the meetings. This is a good opportunity for the association to make money.
 - iii. Centennial Sales donated \$2000 to sponsor the student awards. Unfortunately the plaques were created prior to their check being received. Scott has worked it out with them and have reached a suitable substitute. They will be give verbal publicity at the meeting and additional ad space due to the lack of not giving their names on the plaques.
 - iv. Chris notes that we have 300 pre-registered for the conference. This is a large percentage of our total membership which few professional associations can say they have at their state meetings.
 - v. Scott notes that 6 non-members are in attendance for the meeting. Chris will follow up with them and attempt to persuade them to become AzATA members.
 - vi. Rick notes that District 7 is one of the few districts that has very little information listed in the NATA News. It is suggested that given the large turnout and expected success of our winter meeting, information should be submitted.
 - 1. This information needs to be sent to the district rep by next week in order to get this information listed in the upcoming NATA News.
 - vii. Rick suggests considering Casa Grande as a meeting location. This would require everyone to travel and would lend to making it a two day meeting.
 - viii. Chris asks Scott for his sense of profit and loss for the meeting compared to last year. Scott estimates that we should be close to budget, if we go over it will likely be less than \$500. Per head cost of catering is comparable to last year.
- D. Investment Account currently has \$38,762.65. Our total gained income is \$3,762.65. We lost \$749.71 from last month.
- i. Rick notes that we have lost \$2000 since the start of November. He asks if Scott has considered moving any of this money.
 - ii. Scott notes that we could move \$28,762.65 of the money to an account that will earn 4% on the year.
 - iii. Rick suggests that given how much the market is changing it is logical that we consider moving the money.
 - iv. Rick notes that an investment advisor would be able to help us implement the most ideal strategy. He suggests that the board authorize Scott to work with the advisor to do as he recommends.
 - 1. Rick notes it is important to not move the money into another account that is just as likely to continue to lose money.

2. Scott notes that if we move it into the account he was considering there will be no limitations on the use and movement of the money. It would be a set amount of interest that would not be flexible.
- v. Rick asks that Scott figure out from January 1, 2007 to December 31st of 2007 what was our net increase for that period of time if any.
 1. Discussion occurred on what the difference would have been in the last year had our money been in a fixed 4% account in comparison to the account that it was in. The difference between the two would be small.
- vi. Becky motions to allow Scott to meet with the financial advisor and move our money as he suggests. Gregg seconds. Motion passes 6-0.
- E. Rick notes that Scott needs to produce not only a to-date financial summary, but a year-end financial statement so that the board can see how money was spent in 2007. Members should be given information regarding the current calendar year.
- F. Scott asks if we could put the treasurer's report online along with our meeting minutes rather than distributing paper copies.
- G. Chris suggests that we project the budget during the business meeting rather than distribute hard copies of the budget to the members.

IV. Committee Reports Overview

- A. Association Publisher – Tamara McLeod (Sharon McLaughlin)
 - i. Goals Accomplished Since Last Report:
 1. Published December News
 2. Assisted in posting winter meeting registration brochure
 3. Send e-blast about Dec News and Winter Meeting Registration – available online
 - ii. Future Goals
 1. Short Term: Publish March News – Highlight award winners and winter meeting.
 2. Long Term: 6 - 12 months: Publish June and Sept issues
 - iii. Tamara is unable to attend the leadership workshop, but wanted to emphasize that communication from committee chairs to the board and others is critical.
 - iv. Chris notes that it is important to have every committee submit something for the March newsletter (the deadline for submission will be February 20th). They do not need to be long reports, but we would like to see every committee represented in the newsletter
 - v. Scott notes that Tamara is going to explore the cost of a digital camera to purchase for use of the association. She is currently using her own camera.
 1. There is still money left over from the technology grant which can be utilized for this
 2. Rick notes that the board should also consider purchasing a portable printer to print hard copies of items at the board meetings.
 3. There are \$1500 left from the technology grant which should cover at least those two items.
- B. Publicity and Promotion –Mark Letendre (Sharon McLaughlin)
 - i. Members : Ron Kordonowy, Joe Proski
 - ii. Goals Accomplished Since Last Report:
 1. Spoke to Ron about past PR Committee Work
 2. Added Joe Proski to the committee
 3. Coordinated with District 7 PR Rep for news about the AzATA
 - iii. Future Goals
 1. Short Term: 0 - 6 months
 - a. Build Committee
 - b. Get involved and work to support the GAC as they move forward with legislative efforts
 - c. Develop summaries of events and activities to share with members and others to keep them informed of what the organization is doing.

- 2. Long Term: 6 - 12 months
 - a. NATA PR Package (Mix Media) for secondary school ATs
 - iv. Steps in Place to Meet Goals
 - 1. Having direct contact and networking with members and the winter meeting. Will work on networking, getting people involved, recruiting more committee members and learning what our membership wants.
 - v. Mark would like to know what the top three messages that we can promote for 2008 are.
 - 1. Chris notes that we can discuss this during the leadership session this afternoon.
 - vi. Mark is hoping to give the NATA promotional materials for athletic trainers in secondary schools to help promote the profession.
 - vii. Ron is planning to produce and have additional PSAs regarding athletic trainers aired during state championship basketball games.
 - viii. It is noted that trying to follow up with an additional governor's proclamation associated with athletic trainers this year is not good timing.
- C. Professional Education – Ian McLeod and Jeff Flack (Becky Notesitne)
 - i. Members: Sarah Piebes – Active, Ben Carbajal – Active, Steve Cernohous – Active, Jacqui Hunt – Active
 - ii. Goals Accomplished Since Last Report:
 - 1. Planning for Winter Meeting finalized.
 - 2. Held joint committee chair meeting with Meetings & Events committee on 12/15/07 to set timelines regarding Summer / Winter meetings.
 - 3. Held PEC committee meeting on 12/15/07 to discuss ideas for summer meeting.
 - 4. Selected central theme of summer meeting: “Manual Therapy”
 - a. Rick notes that there is a lot of controversy associated with athletic trainers and physical therapists surrounding manual therapy. It becomes questionable if we are always having PTs present this information because this might be presenting the message that we don't feel ATCs are qualified to do this skill if we do not have any ATCs that we feel are qualified to present the material.
 - b. Rick notes that it is important to have presentations associated with manual therapy presented by athletic trainers.
 - c. Chris notes that discussing PTs and ATCs working together is an important topic. The topic of manual therapy is a great opportunity to bridge this gap.
 - 5. Collected biographical information and lecture material from all presenters for winter meeting.
 - iii. Future Goals
 - 1. Short Term: 0 - 6 months
 - a. Successful completion of winter meeting.
 - b. Begin selecting specific topics for summer meeting
 - c. Begin recruiting speakers for summer meeting
 - d. Recruit 2-3 new committee members from various settings, specifically would like a committee member who works in the clinical setting
 - e. Transition Jacqui Hunt to assume full responsibilities of HS/College meetings at Winter 2009 meeting upon graduation of Sarah Piebes.
 - 2. Long Term: 6 - 12 months
 - a. Successful completion of the 2008 summer meeting.
 - b. Initiate planning for the 2009 winter meeting.

- c. Recruit first year ASHS graduate student(s) to assist Jacqui Hunt with planning and organization of HS/College Winter Meetings.
 - iv. Would like an announcement from the President that we are seeking new committee members and that any interested person should contact Jeff Flack
 - v. Ensure that M/E committee can meet requirements for room/lab space at summer meeting and future winter meetings.
 - 1. Chris notes that the committees are doing a good job of communicating with one another independent of going through him.
 - vi. At the winter meeting we need a group effort from all of the BOD and committee chairs and committee members to help with directing the membership back into the lecture halls at the start of the meeting and at the end of each break. Get started on time following breaks is usually one of our
 - vii. Discussion on the importance of covering legislative and governmental concerns at professional education events.
 - viii. It is suggested that 1 hour of time is always blocked out in the schedule at meetings for "Current issues in athletic training".
 - 1. This time can be used for legislative issues.
 - 2. If there are not pressing governmental issues this time can be used for clinically related items.
 - 3. Rick notes that it is important the PEC have a directive from the board that states there needs to be a block of time set aside for non-clinically related issues in athletic training.
 - 4. Chris suggests that we make this a directive and make this 1 hour time available for the board to determine what will be covered.
 - a. Becky will follow up with Jeff and make this directive clear for future meetings.
 - b. Rick suggests that Becky have Jeff purchase a current copy of the Role Delineation Study and become familiar with it. He should be aware that all things discussed in this would be topics that are appropriate for CEU distribution.
 - c. Chris suggests that we utilize funds from Meeting and Events budget in the general budget to purchase 6 copies of the Role Delineation Study for every member of the committee and Becky as the committee liaison.
 - d. Rick suggests we determine when the most recent Role Delineation Study will become effective and be sure to purchase the copy that will become relevant.

D. Meeting and Events – Terri Groessl and Missy Cremeens (Scott Horton)

- i. Chris notes that the Meeting and Events committee has done an excellent job of putting together the winter meeting in terms of operation, communication and delegation of duties.
- ii. Chris notes that the biggest area for growth in terms of Meeting and Events is the lack of exhibitors.
 - 1. Steve has made it known that he would be willing to be removed as Exhibits Coordinator.
 - 2. Greg Pott told Rick that he said he would be willing to do it after he has had a year to get comfortable in his new job.
 - 3. Chris recommends that Steve still remain active on the Meeting and Events committee and transition responsibility to the new chair.
- iii. Members: Ryan Pinson, Flagstaff Liaison, active, Connie Rauser, Registration, active, Steve Johnson, Exhibitors Coordinator, active, Scott Horton, Board Advisor, active
- iv. Goals Accomplished Since Last Report:
 - 1. Winter meeting A/v operator solidified; contract signed
 - 2. Set up for winter meeting ready

3. Winter meeting menu ordered
 - v. Future Goals
 1. Short Term: 0 - 6 months
 - a. Solidify summer meeting dates/ location in Flagstaff (building)
 - b. Solidify hotel arrangements for summer meeting
 - i. They have not been able to confirm hotel room availability through Ryan Pinson. Once this has been confirmed they will be able to make the dates official and announce them to members.
 - ii. Meeting and Events will attempt to follow up with Ryan or Debbie Craig to try to confirm this weekend.
 - c. Social arrangements for summer meeting
 - d. Promotion for summer meeting (family friendly theme)
 - e. Notify NATA News of summer meeting
 - f. Arrange volunteers for RMATA in Phoenix (May meeting)
 2. Long Term: 6 - 12 months
 - a. Successful winter meeting
 - b. Location/dates for next year's winter meeting
 - c. Solidify details for next winter meeting
 - d. Budget review and request for November budget meeting
 - vi. Steps in Place to Meet Goals
 1. Ryan Pinson working on locations for summer meeting/pricing
 2. Will be in contact with site for social to organize menu
- E. Placement – (Eric Freas) (Gregg Schroeder)
- i. Chris notes the importance of getting free job posting on our website so that people have another alternative to the NATA's site which costs around \$300 to list a job posting.
 - ii. Sharon will follow up with Blair Cook regarding setting up a template for job posting on the website. Discussion on making the format of posting similar to NATA job postings.
 - iii. Chris suggests that JD talk to the AIA about getting a link on their website that links them to our job posting site.
 - iv. Chris notes that the NATA is considering taking on hosting all state websites. This will be helpful for states that do not have organized websites. Our state does not need this service as we already have a well-organized and efficient website.
 - v. Discussion on the difficulty of defining athletic training at a national level because all states are held to a different practice act which makes the definition of athletic training different at every state level.
 - vi. Gregg notes that they have developed a 10 question survey. It can be accessed by going to survey monkey the username is AzATA and the password is Placement. He would like the board to view it and provide feedback for the committee.
 1. After they have feedback on this they will develop a survey for athletic trainers as well.
 2. They will then survey athletic directors and athletic trainers and use the feedback to help develop a model and understanding of what kinds of jobs are out there.
 3. Chris notes that if they are just asking for data there is no reason to survey both groups.
 4. Discussion on the value of survey athletic directors. This information can help us determine if athletic directors have an understanding of ATCs and we can utilize the feedback to help give ADs a better understanding of the profession.
- F. Sponsorship Committee – Jackie Kingma (Scott Horton)

- i. Members : Chair: Jackie J. Kingma, MS, ATC, PA-C, PT; Michael McKenney, MS, ATC, CSC (active); Greg Pott, ATC (active); David E. Edwards, MS, ATC (active)
- ii. Goals Accomplished Since Last Report:
 - 1. Secured donations for the 2nd Annual AzATA “Safe Sports Raffle” with much assistance from the GAC members
 - 2. Updated the “Corporate Sponsorship Agreement” form adding to the tier of corporate benefits options such as the ability to:
 - a. sponsor the student awards for this upcoming year
 - b. sponsor speakers for the upcoming AzATA meetings
 - c. sponsor special events (i.e.: social events throughout the year)
 - 3. Begun securing corporate donations: at this time 2 corporate sponsorships have been secured; one significant one for \$1400 which is being used to support the student awards for this year
- iii. Future Goals
 - 1. Short Term: 0 - 6 months
 - a. To continue securing corporate donations
 - b. Replace the chair of this committee, hopefully with someone presently on the committee. Jackie Kingma will be resigning the chair position following the completion of the “Safe Sports Raffle” due to personal / family matters which include a relocation out of the state early summer.
 - c. Establish a means of checks and balance to ascertain that benefits due the corporate sponsors are actually received by the sponsors
 - 2. Long Term: 6 - 12 months
 - a. Continue securing donations (primary / on-going)
 - b. Consider establishing a set fundraising drive for corporate donations
 - c. Consider other methods of fundraising for the AzATA
- iv. Steps in Place to Meet Goals
 - 1. Bringing together a group of individuals that have contacts in various settings; clinic, high school, education, and professional
 - 2. A list of corporate donors initially established by previous committee chair and updated periodically
 - 3. Established process for organizing and administering a raffle with communication from the members of the GAC who initiated the inaugural event
- G. Governmental Affairs Committee – John Parson (Matt Anderson) – No report
- H. Honors and Awards – Eric Freas (outgoing) Jeff Haynes (incoming) (Scott Horton) – No report
- I. College Student Committee – Debbie Craig (Gregg Schroeder) – No report
- J. High School Student Committee – Gerilyn Trulove (JD Burgess) – No report
- V. Old Business
 - A. AzATA Hall of Fame Status (Scott / Chris)
 - i. The hall of fame has been created. Not all of the photo images have been provided as yet. It is currently being stored in the Brophy equipment room.
 - ii. It is a wood frame with an inset, will hang on a wall and has plexiglass across the front. Because of the structure there will be minimal cost for a venue to display it.
 - iii. Chris has had no luck thus far with working on contacting US Airways Center to get the information posted. Scott will follow up with Matt and ask him to work on getting the display housed.
 - iv. Chris notes that once we have the display complete and have a photograph of it to show people when asking them to take it the process will likely be much easier.

- B. Water Dispensing Issues (Chris)
 - i. Maricopa County Health Services Ken Conklin and David Ludwig will be presenting at our meeting regarding the issue of water dispensing.
 - ii. Chris notes that it seems there has been a miscommunication as to what meets code and what does not. It seems that there may have been some inspectors who were not diplomatic.
 - iii. Chris has been told that this may become a state wide issue that will not just impact athletic trainers in high schools in Maricopa County.
 - iv. Chris shares that there was an incident of a group of football players at a West Valley high school who all got sick and the only consistent pattern was a new water dispensing system.
 - v. Chris notes that he felt he was able to effectively communicate our important role to help prevent heat illnesses which the health department might not have been fully aware of.
 - 1. Rick notes that in the past the health department had been given all of the information to understand our role.
 - vi. Chris notes that there will probably not be any closure to this issue at the meeting, but there is an opportunity to make it clear what the athletic trainer's role is in effectively hydrating athletes. He feels that mandating a specific form of water dispersion could make the health department liable for possible issues associated with heat illnesses.
 - vii. Rick notes that 3 years ago we asked for the precise legal basis that allows them to go into a facility and remove equipment from facilities and that information was never provided.
 - viii. Rick says that it is critical that as soon as there becomes an inspection or problem at their school they need to contact their school board because it is an issue that the school board handles, not the athletic trainer or the AzATA.
 - ix. Rick notes that we are being held to restaurant standards, and many restaurants do not even uphold these standards in their facilities.
- C. Discussion on late fees and refunds for members at the winter meeting. Decision was reached to deal with situations on a case by case basis.

VI. New Business

- A. Arizona Board of Athletic Training
 - i. Rick updated the board on the status of the bill that has been proposed to eliminate the Board of Athletic Training.
 - ii. Chris will work with Rick and John to distribute information to all members of the AzATA board so that they can contact all of the legislators who have signed off on sponsoring the bill to voice their opposition to this bill being introduced.
- B. AzATA Sponsored Event at RMATA
 - i. Chris will work to get final prices from the Arizona Diamondbacks and Matt will work on getting prices for a bus to take members from Glendale to attend the Diamondbacks game against the Mets on May 2nd (the Friday night of the RMATA meeting).
 - ii. Information will be forwarded to the RMATA board to see if they would like to make this social opportunity available to attendees at the event.
 - iii. It was decided that at this time the AzATA will not offer to absorb any of the cost of the social event.

VII. Review of Committee Reports and Goals with Committee Charis

- A. Ian reviewed the information regarding the PEC Committee
 - i. Ian noted that the topic of manual therapy topic was chosen for the summer meeting so that they could incorporate labs into the event.
 - ii. Becky noted that she will discuss with Jeff the importance of having athletic trainers as the speakers for the event.
 - iii. Ian notes that the board should start to look at the date for the next winter meeting as soon as possible. He would like to see the PEC and Meeting and Events have as much time as possible for planning.

- iv. Discussion on space issues at the Crowne Plaza and if there is enough capacity for future meetings if our attendance becomes much larger.
 - v. Discussion on the possibility of promoting other continuing education events to our members. This could possibly be a Publicity and Promotion task.
 - vi. Ian emphasized the importance of recruiting additional committee chairs. He notes that 2-3 additional people to serve on the committee would be helpful.
 - vii. Ian requests the board's assistance 5-7 minutes before things get started in the lecture hall to help move people back into the educational sessions.
 - viii. Chris reviewed his suggestion of having a one hour time block for current issues in athletic training. Ian noted that he suggested Jeff sets up a deadline for when new topics or agenda items can be submitted for the meetings. Rick emphasizes that it is important to have the "Current Issues" session in the morning for optimal attendance.
 - ix. Chris thanks Ian for his time served as committee chair and notes that he has done a great job at putting together successful educational events. Becky notes that the large attendance number show what a quality program he has put together.
 - x. Ian suggested that Meeting and Events determine if there is anyone within the membership who has AV experience and could possibly handle that roll in future meetings so that we do not need to pay someone for this service in the future.
- B. Chris reviewed the list of board goals and asked if Ian could provide us with any feedback on the goals which relate to his committee.
- i. Discussion on procedure for website updates. Chris suggests that Sharon copy Chris on all website update messages to Blair. Since Chris sees him on a daily basis he can follow up with him to make sure that the work is completed. Sharon will review the website to ensure that all changes have been made effectively.
 - ii. Discussion on the idea that the AzATA offer more CEUs so that the organization is offering as many credits as the licensing board requires.
 - 1. Ian notes that lengthening the summer meeting days much longer will possibly get in the way of making it a well attended family event.
 - 2. In terms of member benefits it seems that the best opportunity is to offer a two-day winter meeting to offer more CEUs.
 - a. Ian notes that its important that the meeting is structured with the two days separate so that members can attend only one day or the other and not be lost or missing important information.
- C. Missy provided background on the meeting set-up. Due to a Saturday event the AV equipment will not be able to be set up until Sunday morning.
- D. Missy notes it would be helpful to have additional committee members with specific roles (ie: AV coordinator).
- i. Chris suggested that there is a need to consider transitioning to a new exhibit coordinator.
 - ii. Missy feels at least 2 new committee members would be helpful.
 - iii. Rick notes that there should be a Meeting and Events person whose primary responsibility is the Athletic Training Day at the Capital.
 - 1. Missy noted it was difficult to try to set up a large event for this year.
 - 2. It is suggested that they are in need of a Phoenix representative to be charged with just this event.
- E. Becky requests that the board is provided with the timeline that the PEC and the Meeting and Events committee established in terms of setting up the winter and summer meetings so that there is not any action from the board that conflicts with their work, and to ensure that people are not duplicating one another's work.
- i. Chris is going to provide Missy with a copy of the RMATA governance manual to provide some guidance as they establish committee procedures at the state level.

- F. Chris inquires as to what needs the RMATA has made known to the Meeting and Events committee for the RMATA meeting.
 - i. Missy feels that they will likely be able to handle the need of assisting the RMATA within their committee.
 - ii. Ian suggests she contact Alyson Snyder at ATSU because she can provide her with student contacts as they will be given that time off of school to attend the meeting and are also required to get volunteer hours.
- G. Missy notes that as future chairs come into the position it would be helpful to make sure that the expectations of their position are clear. They have felt it has been difficult to give the board answers because they were often unaware of what they were supposed to be doing and when additional tasks were given to them they were not always prepared to handle them.
- H. JD notes that attempting to make committee chair transition in the same manner that Ian has transition responsibility of his committee to Jeff.
- I. Chris notes the need to spell out expectations and timetables with expectations to committee chairs from board liaisons. Each board liaison should quantify what each committee is doing and provide them with directives moving forward.
- J. Social opportunities at meetings
 - i. Ryan called and confirmed that the same space at a country club in Flagstaff has been booked for the summer meeting social.
 - ii. He will have the summer meeting dates and rooms confirmed by the next newsletter deadline so that it can be sent out the membership.
- K. High School Student Committee
 - i. Established a goal for updating and making the AzATA high school student committee website updated and available to students. Gerilyn hopes to create and make it into a hub of information with links available to students.
 - ii. Dave suggests Brandy Curry and Dave Messman as possible committee members.
 - iii. Scott will provide a list of schools who are attending the winter meeting so Gerilyn can seek feedback from other schools who are in attendance at the meeting. They can provide feedback in the future to the PEC regarding what high school students would like to see.
 - iv. Chris asks for a purpose statement to be drafted for the Sunday meeting so that people know what the committee is doing so they can consider signing up for it.
 - v. Discussion on possible committee members from the Tucson and Flagstaff areas as well.
 - vi. Suggestion on utilizing the AzATA newsletter to send out information about students or for students. Notes that it should be place on our website that if you want to submit an article it should be submitted through Gerilyn
 - vii. Chris notes it is important that all high school athletic trainers work as resources to one another to work together and help better educate students.
 - 1. Gerilyn asks about setting up a meeting or breakout session for high school athletic trainers. It is suggested in the future they set up a breakout session at meetings. Meeting and Events will set up the space and then if there is a desire to make it an educational event to coordinate with PEC.
 - 2. This could possibly be a way to expand the meeting into Saturday afternoon by having breakout session for the next winter meeting.
 - 3. Becky suggests setting up an outside meeting at a time that is slow for high school athletic trainers (possibly in late May when sports are done but teaching contracts are still applicable).
 - viii. JD mentioned that they are still working on trying to develop the high school Olympic competition.
- L. Dave notes that he has plenty of people working with him and doesn't want to over saturate the committee with too many people so that they cannot accomplish anything.

- M. Last few meetings discussed wrestling weight certification. Will meet on February 20th to solidify some things associated with wrestling certification, timelines etc.
 - N. The next issue that is being discussed is the issues associated with soccer and athletic trainers and officials. As officials are determining if the athletic trainer should be called out onto the field for the injury. There have been some instances of teams getting carded if their athletic trainer enters the field without being solicited.
 - i. They are hoping to move forward with getting some of these items on the AIA board meeting agenda for the March meeting.
 - ii. Chris notes that they are doing a great job of influencing the AIA. They have been meeting at the AIA office so that they are visible and helping to build their relationship.
 - O. They are also going to work on recommendations for head injuries at the high school at their next meeting.
 - P. Rick notes that many people are frustrated with how slowly the AIA moves with taking action and making decisions. He suggests that the best thing that our committee can do is complete their work and document their reasons for making recommendations so that they have completed their job.
 - Q. Rick suggests that they should try to establish a relationship with Mark Mignella as he is aware of the liability issues associated with issues that the Sports Medicine Advisory Committee is discussing.
 - R. JD notes that Dave has done a great job of revitalizing this committee and making it an effective committee which is accomplishing a lot of positive things.
 - S. Dave notes he needs to work on staying in better communication with Tamara to get more information in the newsletter and have better communication and feedback from membership.
- VIII. Chris would like board liaisons to meet with committee chairs and determine action items and if there are additional goals that need to be added in. Additionally there is a need to make a basic purpose statement for each committee.
- IX. Next board meeting will be by conference call on April 20th at 1pm.
- X. Becky motions to adjourn. Sharon seconds. Motion passes 7-0.