

**Oregon Health Licensing Agency (OHLA)  
Board Of Athletic Trainers  
Minutes of April 28, 2008**

<b>MEMBERS PRESENT</b>	Kathi Stotts, Vice Chairperson Bart Rask M.D. Duane Iversen, ATR / PT
<b>MEMBERS ABSENT</b>	Dave Sherden, Chairman
<b>STAFF PRESENT</b>	Trish Allbritton, PSPD Manager Richard McNew, ASD Manager Lisa Murphy, Board Liaison
<b>AUDIENCE MEMBERS</b>	None

**CALL TO ORDER**

Kathi Stotts, Vice-Chair, called the meeting of the Board of Athletic Trainers to order at 9:20 a.m. on Monday, April 28, 2008, at the Rhoades Conference Room, located in the Veterans' Administration Building, 700 Summer St. NE, Salem, OR.

**APPROVAL OF AGENDA**

**MOTION**

Mr. Rask made a motion and Mr. Iverson seconded to approve the agenda. The motion passed with, Dr. Rask, Mr. Iversen, and Ms. Stotts voting aye.

**MINUTES**

**MOTION**

Dr. Rask made a motion and Mr. Iverson seconded to approve the minutes of October 08, 2007. The motion passed with, Dr. Rask, Mr. Iversen and Ms. Stotts voting aye.

**DIRECTOR'S REPORT**

On behalf of Susan Wilson, Agency Director, Ms. Allbritton. Policy and Strategic Planning Division Manager, presented the Director's Report and recapped details of the "All Board/Council Meeting" hosted by the Oregon Health Licensing Agency (OHLA) on April 18<sup>th</sup> at the Red Lion Inn, Salem, Oregon. Members who were unable to attend the meeting were provided with the information packets and handouts from the meeting.

Ms. Allbritton reported on the agency's reorganization that is coming to closure after a year long process of reviewing the central agency's structure, business practices and procedures. She provided a summary of the changes in role and purpose of the three divisions – *Administrative Services, Policy and Strategic Planning and Regulatory Operations*, and explained further revisions to staff positions, classifications and assignments based subject matter expertise and function. She noted internal business practices and procedures were improved and streamlined to increase accountability and efficiency

## **2009 LEGISLATION**

Ms. Allbritton stated that the agency submitted two legislative concepts to the Department of Administrative Services for review and approval by the Governor for introduction during the 2009 Legislative Session. She provided an overview of the agency-wide legislative concept, LC 831-01, which continues conforming and streamlining agency standards, regulations and requirements for the professions regulated by the agency, strengthening consumer protection, fostering a positive business climate and achieving solutions and outcomes. It proposes post secondary professional development and education to keep pace with advancements in technology for various professions. She drew members' attention to the report in their books.

Ms. Allbritton also explained the purpose of LC 831-02 regarding updating the two-tiered voluntary direct entry midwifery licensure system implemented in 1993, requiring mandatory licensure to strengthen consumer protection and awareness for women utilizing out-of-hospital providers.

## **REVENUES AND EXPENDITURES**

Richard McNew, Administration Services Division (ASD) Manager, discussed the materials provided to board members during the April 18<sup>th</sup> outreach event, noting the charts depict the new fee detail report showing the change to a two-year renewal cycle. He reported that the fee structure is projected to support board services for five to six years; renewal fees will be reduced \$25 per year, decreasing to \$500 every two years. Ms. McNew recapped the increased percentage of administrative costs passed on to state agencies assessed as general government service charges, and reviewed the proposed fee schedule, pinpointing adjustment in fees, both increases and reductions, shifting the cost to where the complexity, workload and service exists, and the uniformity among all OHLA programs for administrative fees (late, duplicate and affidavits). He explained the proposed fees are a "draft" and there would be further adjustments before the actual fee structure is established and becomes permanent.

He reported that his division is currently realigning the revenue balance and expenditures from the previous biennium that is expected to conclude June 2008.

Mr. Iversen asked about the uniform fee proposal that had been discussed previously. Mr. McNew explained that the 2007 Legislature denied the agency's request for the uniform fee structure, which had been introduced in a policy package within the agency request budget. Mr. McNew stated that as the legislature denied the request in 2007, the agency would not be submitting the same proposal and explained the new cost allocation methodology. He provided an overview of the criteria – number of licensing units or types (programs), application complexity, number of examinations, examination complexity, renewal review, inspections, complaints, risk factor, regulatory oversight and monitoring, and total number of licensees. He explained that every board under 5,000 licensees will pay a flat rate for service fees: indirect cost of 1.75%, and clarified that direct costs will be factored into the calculation to determine the overall percentage of the agency budget above that small board assessment rate. Mr. McNew stated he had presented the proposed cost allocation to Department of Administrative Services (DAS) Budget and Management Division (BAM) and Legislation Fiscal Office (LFO) and received approval from both agencies. He explained the "administrative assessment fee" is set up for short term reduction or increase to the licensing fee to cover a variance that may occur for that particular board as a single incidence to recoup costs or return excess funds for a finite period.

Mr. Iverson inquired about the possibility of a percentage of physical therapists obtaining registration if the fees for athletic trainer registration were lower. Mr. McNew acknowledged that an increase in the number of registrants that support the program affects the cost of the registration. He stated that with an increase in total number of registrants the fees may be reduced. Mr. Iverson suggested a survey to gauge interest of physical therapists in carrying a dual credential if the fees were lower. Discussion centered on the cost variance between licensure as a physical therapist and registration as an athletic trainer under the two regulatory models. Mr. McNew provided a comparison of budget, staff, licensing statistics and fees noting athletic trainers fees were only about 11% higher when you compare the number of licensees for each board – noting the Physical Therapist Licensing Board licenses approximately 1,180 therapists and 787 assistants, which is a larger support base than the currently registered 211 athletic trainers. Mr. McNew reported a budget of \$959,000 for the Physical Therapist Licensing Board; compared to \$120,385 budget for athletic trainers within the central agency model. Members requested feedback on the benefits for dual licensure in regards to recruiting more licensees for the Athletic Trainers Board.

## **STATISTICS**

Mike Simpson, Program Analyst, presented graphs showing renewals, complaints and licensing trends from July 2007 to March 2008. He noted that up to this point there have been no complaints reported. Mr. Simpson reported that there has been growth in active licenses. These monthly reports will show the different trends for the licenses. Mr. Iverson requested that we track the number of non-renewals, inactive licenses and late renewals.

## **ENFORCEMENT**

Tim Molloy, Regulatory Operations Division Manager, had nothing to report.

## **OUTREACH AND COMMUNICATION**

Kraig Bohot, Communications Coordinator, provided an overview of the OHLA Web site, highlighting recent updates to the Board's Web page. Mr. Bohot checked all the links on the Web site and made some corrections. Mr. Bohot will put links to NATA and BOC for a list of classes and information for continuing education. He reported that 2,140 hits were made to the Board of Athletic Trainers Web site out of 34,000 total hits in March 2008.

Mr. Bohot pointed out the location on the Web site, under license inquiry, where disciplinary actions will be posted. He showed the members of the Board that a licensee that has been suspended, revoked or placed on probation is now available for the public to view on-line. He reported that he is working with Regulatory Operations Division (ROD) to get Final Order information on the Web site within six months.

Mr. Bohot requested personal information from the board members to develop biographies to post on the Web site. He showed examples of biographies from Sex Offender Treatment Board members on the OHLA Web site.

Janet Silver, Lead Accountant, presented accounting/reimbursement updates. Board Members will now receive per diem payments on a monthly basis to be paid on 15<sup>th</sup> of the following month. Travel reimbursements will be coordinated with the Board Liaisons, Lisa Murphy or Kathryn Helton, and are always from an official statement. They will be paid as they are received throughout the month.

## **ITEMS FOR BOARD ACTION**

None

## **PUBLIC COMMENT**

No public members were in attendance.

## **BOARD INTEREST FILE**

The Board reviewed the board interest file and attorney general reassignment of Assistant Attorney General Jeff Dover, the organizational chart and the All Board Meeting packet noting changes to the office staff telephone numbers.

Bart Rask moved and Duane Iverson seconded to adjourn the meeting. The motion carried with Ms. Stotts, Mr. Risk and Mr. Iverson voting aye.

The meeting adjourned at 11:27 a.m.

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*I attest that the Board of Athletic Trainers minutes of April 28, 2008 are a true and accurate reflection of the matters discussed and the views of the participants.*

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Lisa A. Murphy, Board and Qualifications Specialist

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