

# Arkansas State Board of Athletic Training

## Board Meeting Minutes

### September, 12, 2022

#### **Attendees**

Board Members: Ron Carroll, Terry DeWitt, Tim Atkinson, and Sherry Riggins  
Representative from Attorney General's Office: Joe West  
Others Present: N/A  
Board Staff: Russell Burns

#### **A. Call To Order**

Ron Carroll (Chairman) called the meeting to order and announced the roll call of attendees at 9:05 a.m. CST.

#### **B. Minutes**

The minutes of the March 14, 2022 board meeting were approved. Russell Burns (Director) stated that he could not find in the Practice Act any mention of a requirement for licensees to notify the board office within 10 days of a change in the licensee's information on file with the board office. Russell will be making a change to the next CSA removing that statement.

Motion to approve: Tim Atkinson  
2<sup>nd</sup>: Sherry Riggins  
Vote: 4 – 0

#### **C. Financial Report**

Russell Burns presented the reports from March – August, 2022 to the board. Russell reported the August Cash/Investments Ending Balance of \$233,650.24. Russell reported that the Arkansas Athletic Trainers' Association Continuing Education Meeting used the \$10,000.00 grant the Board approved.

Motion to approve: Terry DeWitt  
2<sup>nd</sup>: Tim Atkinson  
Vote: 4-0

#### **D. Licensure Report**

Ron Carroll presented the Licensure Report from the agenda. A motion was made to approve the Licensure Report.

Motion to approve: Tim Atkinson  
2<sup>nd</sup>: Sherry Riggins  
Vote: 4-0

#### **F. Additional Business**

Ron Carroll addressed the new board office hours changing to Monday – Thursday 6:00 am – 4:30 pm CST.

Terry DeWitt made a motion that the Board sends out a courtesy letter via e-mail to all secondary school Athletic Directors in Arkansas outlining the State Board of Athletic Training Practice Act as a courtesy reminder. The school superintendents were to be carbon copied on the e-mail. The Arkansas Activities Association was to be contacted for the e-mail addresses to send the letter/e-mail to.

Motion to approve: Terry DeWitt  
2<sup>nd</sup>: Tim Atkinson  
Vote: 4-0

**H. Adjournment**

The meeting adjourned at 10:35 am CST. The next scheduled board meeting will be on Monday March 12, 2023 at 9:00 am CST.