

Katie Hobbs
Governor



Jack Confer
Interim Executive Director

Board Meeting Minutes

A virtual meeting of the Board of Respiratory Care Examiners convened at 12:09 PM, Thursday, Apr 24, 2025 via GoogleMeets link meet.google.com/qes-anjh-wte Ph: 1 567-250-1646 PIN: 161 178 217# with Tracy Cagen, RCP, Board Chairman , presiding.

BOARD MEMBERS PRESENT VIRTUALLY:

Tracy Cagan, RCP Chairman
Alan Crawford, RCP, Vice-Chariman
Becky Renee Brimhall, Member
Kimberly Cota, RCP, Member
Dr. Leslie Easley, D.O., Member

BOARD MEMBERS ABSENT:

Lauri Leadley, Member
Rayana Mariland, Member

LEGAL COUNSEL PRESENT VIRTUALLY:

Charles Hover, III, Assistant Attorney General
Marc Harris, Assistant Attorney General
Michelle Kunzman, Assistant Attorney General

ADOA SHARED SERVICES HUMAN RESOURCES PRESENT:

George McNeely, Chief Human Resources Officer

STAFF PRESENT VIRTUALLY:

Jack Confer, Interim Executive Director
Donita McGlasson, Interim Deputy Director

I. CALL TO ORDER

The meeting was called to order at 12:09 PM Thursday, Apr 24, 2025 by Chairman Cagan.

II. ROLL CALL

The following Board members were present: Chairman Cagan, Vice Chairman Crawford, Member Brimhall, Member Cota, Member Dr. Easley. Absent were Member Leadley and Member Mariland.

III. DECLARATION OF CONFLICTS OF INTEREST – A.R.S. § 38-503

No Conflict of Interests were declared

IV. DECLARATION OF RECUSAL(S):

No Recusals were declared

V. CALL TO THE PUBLIC:

No one wished to speak

VI. REVIEW, DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF MINUTES:

The approval of the February 20, 2025 minutes was postponed to the next meeting.

VII. REVIEW, DISCUSSION, AND POSSIBLE ACTION REGARDING INTERAGENCY SERVICE AGREEMENT WITH THE BOARD OF NURSING HOME INSTITUTION MANAGERS AND ADMINISTRATORS FOR THE EMPLOYMENT OF AN EXECUTIVE DIRECTOR

Board members were advised by AAG Harris that the discussion of this agenda item should take place in Executive Session for the purpose of obtaining legal advice.

Chairman Cagan, RCP ▾ motioned, Vice Chairman Crawford, RCP ▾ seconded, to meet in Executive Session for the purpose of obtaining legal advice, pursuant to A.R.S. § 38-431.03(A)(3) to discuss the Interagency Services Agreement with the Board of Nursing Home Institution Administrators and Assisted Living Facility Managers.

ROLL CALL VOTE (5-0)

<u>VOTE</u>	<u>Cagan</u> Chairman	<u>Crawford</u> Vice Chairman	<u>Brimhall</u> Member	<u>Cota</u> Member	<u>Easley</u> Member	<u>Leadley</u> Member	<u>Mariland</u> Member
YES	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ABSTAIN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RECUSED	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ABSENT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Executive Session: 12:14 PM to 12:33 PM

VIII. REVIEW, DISCUSSION, AND POSSIBLE ACTION REGARDING CURRENT ARRANGEMENT TO RECEIVE EXECUTIVE DIRECTOR SERVICES

Chairman Cagan, RCP motioned, Member Brimhall seconded, to meet in Executive Session for the purpose of obtaining legal advice, pursuant to A.R.S. § 38-431.03(A)(3) to discuss the Boards current arrangement to receive Executive Director Services

ROLL CALL VOTE (5-0)

<u>VOTE</u>	<u>Cagan</u> Chairman	<u>Crawford</u> Vice Chairman	<u>Brimhall</u> Member	<u>Cota</u> Member	<u>Easley</u> Member	<u>Leadley</u> Member	<u>Mariland</u> Member
YES	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ABSTAIN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RECUSED	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ABSENT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Executive Session: 12:48 PM to 12:53 PM

IX. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING NEXT STEPS IN THE EXECUTIVE DIRECTOR HIRING PROCESS

Board members discussed available options for filling the Executive Director position following the retirement of Interim Executive Director Confer. The Board discussed leaving the current ISA in place for the Interim Executive Direction until the position is filled or until the retirement of Interim Director Confer. The Board had discussion with ADOA Shared Services, Chief Human Resources Officer, George McNeely, about positing the position to start recruitment for a full-time Executive Director. The Board requested that the Assistant Attorney Generals research if there are any statutory requirements for a full-time Executive Director or if a part-time Executive Director is permissible.

Member Easley, DO ▾ motioned, Member Brimhall ▾ seconded, to instruct the ADOA Shared Services Human Resources team to post the position for a full-time Executive Director and to instruct the Assistant Attorney Generals legal team to research if there are statutory requirements for a full-time Executive Director or if the Board has the authority to hire a part-time Executive Director.

ROLL CALL VOTE (5-0)

<u>VOTE</u>	<u>Cagan</u> Chairman	<u>Crawford</u> Vice Chairman	<u>Brimhall</u> Member	<u>Cota</u> Member	<u>Easley</u> Member	<u>Leadley</u> Member	<u>Mariland</u> Member
YES	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ABSTAIN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RECUSED	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ABSENT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

X. FUTURE ITEMS AND MEETING DATES

Interim Executive Director Confer advised the Board he will be sending a request for a virtual meeting to take place next week for a case that may result in a Summary Suspension, due to the allegations involved.

XI. ADJOURNMENT

The meeting adjourned at 1:03 p.m. Thursday, Apr 24, 2025.

Jack Confer, Interim Executive Director | Date