

Katie Hobbs  
Governor



Jack Confer  
Interim Executive Director

## Board Meeting Minutes

The regular meeting of the Board of Respiratory Care Examiners convened at 9:00am, Thursday, Aug 15, 2024 in Boardroom B, at 1740 W. Adams Street, Phoenix, Arizona, with Tracy Cagan, RCP, Board Chairman, presiding.

### BOARD MEMBERS PRESENT:

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

### BOARD MEMBERS PRESENT TELEPHONICALLY:

### BOARD MEMBERS ABSENT:

None

### LEGAL COUNSEL:

Elizabeth Campbell, Assistant Attorney General

### STAFF PRESENT:

Jack Confer, Interim Executive Director  
Donita McGlasson, Interim Deputy Director  
Katja Garcia, Licensing Administrator  
Rachael Fowkes, Program & Project Specialist

**I. CALL TO ORDER**

The meeting was called to order at 9:00am, Thursday, Aug 15, 2023 .

Chairman Cagan welcomed members of the audience, explained the procedure for addressing the Board, and stated the mission of the Board.

**II. ROLL CALL**

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

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

None

**IV. REVIEW, DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF MINUTES**

**A. Draft July 18, 2024 Regular Board Meeting Minutes**

Member Easley, DO ▾ motioned, Member Cota, RCP ▾ seconded, to approve the minutes.

**VOTE (5-0)**

<b><u>VOTE</u></b>		<u>Cagan</u> Chairman	<u>Crawford</u> Vice Chairman	<u>Brimhall</u> Member	<u>Cota</u> Member	<u>Easley</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"/>	<input type="checkbox"/>	<input type="checkbox"/>
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**V. INITIAL REVIEW, CONSIDERATION AND POSSIBLE CONSOLIDATION OF CASES AND ACTION ON INVESTIGATION OF ALLEGATIONS OF UNPROFESSIONAL CONDUCT:**

**A. Annie Ramos 2024-RCE-0062**

Member Brimhall ▾ motioned, Member Cota, RCP ▾ seconded, to table this matter until legal counsel is present.

**ROLL CALL VOTE (5-0)**

<b><u>VOTE</u></b>	<u>Cagan</u> Chairman	<u>Crawford</u> Vice Chairman	<u>Brimhall</u> Member	<u>Cota</u> Member	<u>Easley</u> Member				
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Member Easley, DO ▾ motioned, Member Cota, RCP ▾ seconded, to rescind the previous motion.

### 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				
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"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Vice Chairman Crawford, RCP ▾ motioned, Member Cota, RCP ▾ seconded, to move to executive session for privacy.

### 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				
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"/>	<input type="checkbox"/>	<input type="checkbox"/>
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RECUSED	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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### B. Jasmine Huntley

2024-RCE-0077

Member Easley, DO ▾ motioned, Member Brimhall ▾ seconded, to dismiss this matter.

### 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				
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"/>	<input type="checkbox"/>	<input type="checkbox"/>

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RECUSED		<input type="checkbox"/>	<input type="checkbox"/>	<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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Board Member Brimhall left the meeting at this point in time.

**VI. Executive Director Position Review, update on last month's direction to staff, discussion, and possible action regarding consideration of candidates for Executive Director position and possible selection of same. The Board may move to go into Executive Session pursuant to § A.R.S. 38-431.03(A)(1) to discuss personnel issued.**

**A. Update, Review, discussion and possible action on continuing search for an Executive Director.**

**B. Review, discussion and possible action on possible ISA for Executive Director.**

**C. Review, discussion and possible action on continuing search for an Executive Director.**

Vice Chairman Crawford, RCP ▾ motioned, Member Easley, DO ▾ seconded, to accept the budget for FY2026.

**ROLL CALL VOTE (5-0)**

<b><u>VOTE</u></b>	<u>Cagan</u> Chairman	<u>Crawford</u> Vice Chairman	<u>Brimhall</u> Member	<u>Cota</u> Member	<u>Easley</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"/>	<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"/>	<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"/>	<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"/>	<input type="checkbox"/>	<input type="checkbox"/>
ABSENT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**VII. EXECUTIVE DIRECTOR REPORT/UPDATE:**

**A. Application, Investigation & Probation Reports (Board Update & Status)**

**B. Financial Report**

**C. Sunset Review Notification Letter**

**D. FY2026 Budget Request (Staff Request for Approval)**

Vice Chairman Crawford, RCP motioned, Member Easley, DO seconded, to accept the budget for FY2026.

**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				
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"/>	<input type="checkbox"/>	<input type="checkbox"/>
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**VIII. CALL TO THE PUBLIC**

None

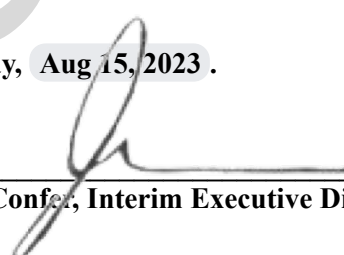
**IX. ITEMS TO BE PLACED ON A FUTURE AGENDA**

None

**X. ADJOURNMENT**

Chairman Cagan, RCP adjourned the meeting at 10:10AM Thursday, Aug 15, 2023 .



  
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Jack Confer, Interim Executive Director