

Katie Hobbs
Governor



Jack Confer
Interim Executive Director

Board Meeting Minutes

The regular meeting of the Board of Respiratory Care Examiners convened at __9:01__ am, Thursday, Jul 18, 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

BOARD MEMBERS PRESENT TELEPHONICALLY:

Dr. Leslie Easley, D.O., Member

BOARD MEMBERS ABSENT:

None

LEGAL COUNSEL:

Seamus Monaghan, Assistant Attorney General
Elizabeth Campbell, Assistant Attorney General

STAFF PRESENT:

Jack Confer, Interim Executive Director
Donita McGlasson, Interim Deputy Director
Katja Garcia, Licensing Administrator
Jossilen Stone, Administrative Assistant

I. CALL TO ORDER

The meeting was called to order at 9:01am, Thursday, Jul 18, 2023 .

Chairman Cagen 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 Cagen, Vice Chairman Crawford, Member Brimhall, Member Cota, Member Dr. Easley

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

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

A. Draft June 20, 2024 Regular Board Meeting Minutes

Member Brimhall ▾ motioned, Member Cota, RCP ▾ seconded, to

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 | | | | |
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V. INITIAL REVIEW, CONSIDERATION AND POSSIBLE CONSOLIDATION OF CASES AND ACTION ON INVESTIGATION OF ALLEGATIONS OF UNPROFESSIONAL CONDUCT:

A. John Russell 2023-RCE-0062

Member Brimhall ▾ motioned, Member Cota, RCP ▾ seconded, disciplinary order of probation quarterly reports from employer. Fee schedule.

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 | | | | |
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B. Crystal Bast

2024-RCE-0002

Member Brimhall ▾ motioned, Member Cota, RCP ▾ seconded, to non disciplinary letter of concern

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 | | | | |
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C. Amanda Ortiz

2024-RCE-0096

Member Cota, RCP ▾ motioned, Member Brimhall ▾ seconded, to dismiss

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 | | | | |
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D. Manuel Torres

2024-RCE-0101

Member Cota, RCP ▾ motioned, Member Brimhall ▾ seconded, to dismiss

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 | | | | |
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E. Carrie Parks

2024-RCE-0102

Member Cota, RCP ▾ motioned, Member Brimhall ▾ seconded, to dismiss

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 | | | | |
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F. Damika Porter

2024-RCE-0103

Member Cota, RCP ▾ motioned, Member Cota, RCP ▾ seconded, to dismiss

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 | | | | |
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Member Brimhall ▾ motioned, Chariman Cagan, RCP ▾ seconded, to go into executive session to discuss personal issues.

ROLL CALL VOTE (9-0)

| <u>VOTE</u> | | <u>Brimhall</u> President | <u>Kidder</u> Vice President | <u>Archer</u> Member | <u>Campbell</u> Member | <u>Steven</u> Member | <u>Felix</u> Member | <u>Cook</u> Member | <u>Koford</u> Member | <u>Hill</u> Member |
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VI. Board to Interview and Consider Candidates for the Board's Executive Director Position. The Board may move to go into Executive Session pursuant to A.R.S. §§ 38-431.03(A)(1) to conduct interview(s), pursuant to A.R.S. 38-431.03(A)(2) for receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law.

A. Conduct Interviews for Executive Director Position with the

Following:

1. Karen Whiteford
2. Zachariah Tolliver

B. Executive Director Position Review, 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 issues.

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

VII. EXECUTIVE DIRECTOR REPORT/UPDATE:

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

B. Financial Report

C. Sunset Review Notification Letter

VIII. CALL TO THE PUBLIC

IX. ITEMS TO BE PLACED ON A FUTURE AGENDA

X. Adjournment

The meeting adjourned Thursday, July 18, 2024



Jack Confer, Interim Executive Director

| Date

Final