

**ATHLETIC TRAINERS AFFILIATED CREDENTIALING BOARD  
WEB/VIRTUAL MEETING MINUTES  
May 12, 2015**

**PRESENT:** Ryan Berry, Kurt Fielding, James Nesbit, Gregory Vergamini

**STAFF:** Tom Ryan, Executive Director; Kimberly Wood, Bureau Assistant; and other Department staff

**CALL TO ORDER**

Ryan Berry, Chair, called the meeting to order at 9:02 a.m. A quorum of four (4) members was confirmed.

**ADOPTION OF AGENDA**

**MOTION:** James Nesbit moved, seconded by Gregory Vergamini, to adopt the agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES**

**MOTION:** Gregory Vergamini moved, seconded by Kurt Fielding, to approve the minutes of August 22, 2014 as published. Motion carried unanimously.

**ADMINISTRATIVE UPDATES**

**ELECTIONS**

**Board Chair**

**NOMINATION:** Gregory Vergamini nominated Ryan Berry for the Office of Board Chair. Nomination carried unanimously.

Tom Ryan called for other nominations three (3) times.

Ryan Berry was elected as Board Chair.

**Vice Chair**

**NOMINATION:** Ryan Berry nominated Kurt Fielding for the Office of Vice Chair. Nomination carried unanimously.

Tom Ryan called for other nominations three (3) times.

Kurt Fielding was elected as Vice Chair.

**Secretary**

**NOMINATION:** Gregory Vergamini nominated James Nesbit for the Office of Secretary. Nomination carried unanimously.

Tom Ryan called for other nominations three (3) times.

James Nesbit was elected as Secretary.

<b>2015 ELECTION RESULTS</b>	
<b>Chair</b>	Ryan Berry
<b>Vice Chair</b>	Kurt Fielding
<b>Secretary</b>	James Nesbit

**APPOINTMENT OF LIAISONS, ALTERNATES, AND DELEGATES**

**MOTION:** Kurt Fielding moved, seconded by Gregory Vergamini, to maintain the current liaison appointments as outlined below:

- **Credentialing Liaison: Ryan Berry;**  
(James Nesbit as the Alternate)
- **DLSC Liaison: James Nesbit;**  
(Gregory Vergamini as the Alternate)
- **Legislative Liaison: Kurt Fielding;**  
(Ryan Berry as the Alternate)
- **Education & Exams Liaison: James Nesbit;**  
(Gregory Vergamini as the Alternate)
- **Monitoring Liaison: James Nesbit;**  
(Gregory Vergamini as the Alternate)
- **PAP Liaison: Kurt Fielding;**  
(Ryan Berry as the Alternate)
- **Travel Liaison: Ryan Berry;**  
(James Nesbit as the Alternate)
- **Screening Panel: James Nesbit, Kurt Fielding**  
(Gregory Vergamini as the Alternate)

Motion carried unanimously.

## DELEGATED AUTHORITY MOTIONS

- MOTION:** James Nesbit moved, seconded by Gregory Vergamini, that the Board delegates authority to the highest ranking officer or longest serving member of the Board, by order of succession, to sign documents on behalf of the Board. In order to carry out duties of the Board, the highest ranking officer or longest serving member of the Board, by order of succession, has the ability to delegate this signature authority for purposes of facilitating the completion of assignments during or between meetings. The highest ranking officer or longest serving member of the Board, by order of succession, delegates the authority to a Department representative to sign the Chair or any and all Board members, on documents as necessary. Motion carried unanimously.
- MOTION:** Gregory Vergamini moved, seconded by Kurt Fielding, in order to facilitate the completion of assignments between meetings, the Board delegates its authority to the highest ranking officer or longest serving member of the Board, by order of succession, to appoint liaisons to the Department where knowledge or experience in the profession is required to carry out the duties of the Board in accordance with the law. Motion carried unanimously.
- MOTION:** Ryan Berry moved, seconded by Kurt Fielding, to adopt the “Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor” document as presented at the meeting. Motion carried unanimously.
- MOTION:** James Nesbit moved, seconded by Gregory Vergamini, to delegate authority to the Credentialing Liaison(s) to address all issues related to credentialing matters except potential denial decisions should be referred to the full Board for final determination. Motion carried unanimously.

### WIS. STAT. § 15.085(3)(B)

#### BIANNUAL MEETING WITH THE MEDICAL EXAMINING BOARD

- MOTION:** Kurt Fielding moved, seconded by Gregory Vergamini, to defer this topic until the next meeting. Motion carried unanimously.

#### SPEAKING ENGAGEMENT(S), TRAVEL, OR PUBLIC RELATION REQUEST(S)

#### Consider Attendance at the Board of Certification Athletic Trainer Regulatory Conference – July 10-11, 2015 – Omaha, Nebraska

- MOTION:** Ryan Berry moved, seconded by Gregory Vergamini, to designate James Nesbit to attend the Board of Certification Athletic Trainer Regulatory Conference on July 10-11, 2015 in Omaha, Nebraska, and to authorize travel. Motion carried unanimously. Motion carried unanimously.

### **CONVENE TO CLOSED SESSION**

**MOTION:** Kurt Fielding moved seconded by Gregory Vergamini, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.). Ryan Berry read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Ryan Berry-yes; Kurt Fielding-yes; James Nesbit-yes; Gregory Vergamini-yes. Motion carried unanimously.

The Board convened to closed session at 9:34 a.m.

### **RECONVENE TO OPEN SESSION**

**MOTION:** Ryan Berry moved, seconded by Kurt Fielding, to reconvene to open session. Motion carried unanimously.

The Board reconvened to open session at 9:37 a.m.

### **REAFFIRM ALL VOTES TAKEN IN CLOSED SESSION**

**MOTION:** James Nesbit moved, seconded by Ryan Berry, to reaffirm all motions made and votes taken in closed session. Motion carried unanimously.

### **DELIBERATION ON ADMINISTRATIVE WARNING(S)**

#### **14 ATB 002 (J.R.C.)**

**MOTION:** Ryan Berry moved, seconded by James Nesbit, to issue an Administrative Warning in the matter of DLSC case number 14 ATB 002 (J.R.C.). Motion carried unanimously.

### **CASE CLOSINGS**

#### **14 ATB 001 (M.J.V.)**

**MOTION:** Ryan Berry moved, seconded by Kurt Fielding, to close case 14 ATB 001 (M.J.V.) for no violation. Motion carried unanimously.

### **ADJOURNMENT**

**MOTION:** Gregory Vergamini moved, seconded by Kurt Fielding, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 9:39 a.m.