



State of Idaho  
Division of Occupational and Professional Licenses  
Respiratory Therapy Licensure Board

**BRAD LITTLE**  
Governor  
**RUSSELL BARRON**  
Administrator

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**Minutes of 03/16/2023**

|                 |                       |                 |                                            |
|-----------------|-----------------------|-----------------|--------------------------------------------|
| <b>Board</b>    | Michele Jarvis, Chair | <b>Division</b> | Stephanie Lotridge, Executive Officer      |
| <b>Members</b>  | Tim Seward, RRT       | <b>Staff:</b>   | Russ Spencer, General Counsel              |
| <b>Present:</b> | Lisa Taylor, RRT/PSG  |                 | Susan Villanueva, Board Support Specialist |
|                 | Robb Hruska, RRT/PSG  |                 |                                            |
|                 | Phillip Hagar, RRT    |                 |                                            |

The meeting was called to order at 8:32 AM by Michele Jarvis.

**Approval of Minutes**

Motion to approve 12/01/2022 minutes was made and seconded. Motion carried unanimously.

**Division Business**

**2023 Legislative Session Overview:**

Ms. Lotridge provided a review of the legislative session including the status of bills that may affect the Board, including updates on H074, H0004, H0003, H028, and Non-Agency Legislation, H162, H297, S1009.

**Confidentiality, Conflict of Interest, and Honoraria Policies:** Mr. Spencer reviewed these policies with the Board.

**Open Meeting Law:** Mr. Spencer presented the Open Meeting Law training to the Board.

**Financial Update:** The Board reviewed the financial report.

**HPRP Update:** Ms. Stuart gave an update to the Health Professions Recovery Program (HPRP)

**Board Business**

**SharePoint Update:** Ms. Lotridge stated that the staff created a SharePoint platform which will make it easier for the Board Members to review Board meeting documents.

**Adjourn**

There being no further business, the meeting was adjourned at 9:33 AM.

The next meeting is on 09/20/2023.