



State of Idaho  
Division of Occupational and Professional Licenses  
Allied Health Advisory Board

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

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**Minutes of 09/09/2024**

<b>Board Members Present:</b>	Michelle Jarvis – Chair Tim Seward, RT-Vice Chair Tara Lyn Erbele, MD Cory Szybala, NMD Dave Hammonds, AT Rob Hruska, RT Kimberly Young, LD	<b>Division Staff:</b>	Stephanie Lotridge, Executive Officer Orin Duffin, Executive Officer Russ Spencer, General Counsel Susan Villanueva, Board Support Specialist Candace Villarreal, Board Support Specialist
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The meeting was called to order at 8:34 AM by Mr. Duffin.

**Introductions:** Ms. Lotridge introduced Mr. Duffin as the new Executive Officer for the Allied Health Advisory Board. She advised the Board that she is leaving the division and thanked the Board for their hard work and dedication to their professions.

**Approval of Minutes:** A motion was made and seconded to approve the minutes for the 03/18/2024 Board of Athletic Trainers, 4/3/2024 Dietetic Licensure Board, 4/8/2024 Naturopathic Medical Board, and the 3/7/2024 Respiratory Therapy Licensure Board. The motion carried.

**DIVISION BUSINESS**

**Financial Update:** Ms. Lotridge gave the preliminary 2024 fiscal year-end financial update. The Board will receive the finalized report at the next meeting. Fee changes may be discussed depending on the financial health of the board.

**Open Meeting Law Training:** Mr. Spencer reviewed the open meeting law, which are guidelines the Board will follow for all board meetings.

**Public Member Training:** Mr. Spencer presented training on the importance of public members.

**Respectful Workplace Training:** Mr. Spencer presented the Idaho Department of Human Resources Respectful Workplace training video.

**BOARD BUSINESS**

**Board Elections:**

Following discussion, a motion was made and seconded to elect Ms. Jarvis as the Board chair. The motion carried. A motion was made and seconded to elect Mr. Seward as the Board Vice-chair. The motion carried.

**Zero-Based Regulation (ZBR):** Ms. Lotridge informed the Board that the Board of Medicine voted the Allied Health rules to proposed. No public comments were received during the two public

comment periods. The proposed rules will be presented in the 2025 legislative session and are on the Division of Occupational and Professional Licenses website.

**Performance Review Report (PMR):** Ms. Lotridge presented the PMR summary, which included the number of applications received, the total number of licenses issued, and the total number of licensees.

**Compact Discussion:** The Board discussed the proposed interstate licensure compacts. Mr. Duffin stated that the Dietitians Compact is pending legislative enactment and that the Respiratory Therapy and Athletic Trainers Compacts are in development. Ms. Chopski stated that the national associations generally carry compact legislation, and that the Board's role is to understand all compact requirements so that new rules may be promulgated. Ms. Chopski also discussed data reporting systems between state compacts.

**Complaints Process Discussion:** The Board discussed the complaint process and were shown two redacted example cases.

**Adjournment:**

There being no further business, the meeting adjourned at 10:18 AM.