Arizona Regulatory Board of Physician Assistants
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FINAL MINUTES FOR MEETING OF COMMITTEE OF DELEGATED AUTHORITY TO THE EXECUTIVE DIRECTOR
Held on Wednesday, July 9, 2014
9545 E. Doubletree Ranch Road · Scottsdale, Arizona

Committee Members
Geoffrey W. Hoffa, DHSc, PA-C, DFAAPA, Chair
Carole A. Crevier
Charles Finch, D.O.
Jacqueline J. Spiegel, M.S., P.A.-C, DFAAPA

A. CALL TO ORDER
Chairman Hoffa called the meeting to order at 5:02 p.m.

B. ROLL CALL
The following Committee Members participated telephonically: Chairman Hoffa, Ms. Crevier, Dr. Finch, and PA Spiegel.

ALSO PRESENT
C. Lloyd Vest, II, Executive Director, Marc Harris, Assistant Attorney General (AAG), Pat McSorley, Deputy Director, Mary Bober, Board Operations Manager, James Gentile, Chief Information Officer, Alicia Cauthon, Assistant to the Executive Director, and Andrea Cisneros, SIRC Coordinator.

C. CALL TO PUBLIC
No individuals addressed the Board during the call to the public.

D. EXECUTIVE DIRECTOR DELEGATED AUTHORITIES
The Committee and staff reviewed and discussed the various rationales for and against delegating to the Executive Director those specific duties set forth in statute. The review and discussion pertained to the following delegable duties:

- Dismiss complaints that are found to be without merit, with the concurrence of investigative staff;
- Refer cases to Formal Hearing if such a referral has the concurrence with the medical consultant and the investigative staff;
- Enter into consent agreements when there is evidence of danger to the public health and safety;
- Grant uncontested requests for inactive status and cancellation of license;
- Refer cases to the Board for formal interview; and
- Deny the license of applicants who do not meet the statutory requirements for licensure.
- Issue advisory letters; and
- Close cases resolved through mediation.

MOTION: Chairman Hoffa moved to recommend to the Board that it promulgate rules delegating to the ED the following duties :

a. Dismiss complaints that are found to be without merit;
b. Refer cases to Formal Hearing if referral has concurrence with the Medical Consultant and the Investigative Staff;
c. Advisory Letters are to remain under full board consideration;
d. Enter into a Consent Agreement if there is evidence of danger to the public health and safety;
e. Grant uncontested requests for inactive status and cancellation of a license;
f. Refer cases to the Board for a Formal Interview; and
g. Deny the license of applicants who do not meet the statutory requirements for licensure.

SECOND: Ms. Crevier

ROLL CALL VOTE: Roll call vote was taken and the following Committee Members voted in favor of the motion: Chairman Hoffa, Ms. Crevier, Dr. Finch, and PA Spiegel.
VOTE: 4-yay, 0-nay, 0-abstain, 0-recuse, 0-absent.
MOTION PASSED.

The Committee instructed staff to submit its proposal for the ARBoPA's consideration and approval at its August 2014 meeting.

MOTION: Chairman Hoffa moved to adjourn the meeting.
SECOND: Dr. Finch
VOTE: 4-yay, 0-nay, 0-abstain, 0-recuse, 0-absent.
MOTION PASSED.

The meeting adjourned at 6:05 p.m.

Patricia E. McSorley
Interim Acting Executive Director