

DIVISION OF CUSTOMER SERVICES  
CENTER FOR PROFESSIONAL BOARDS AND COMMISSIONS  
RHODE ISLAND BOARD OF ATHLETIC TRAINERS

3 CAPITOL HILL  
CONFERENCE ROOM 104  
PROVIDENCE, RHODE ISLAND

Tuesday, October 18, 2016  
8:34 a.m.

OPEN SESSION MINUTES

BOARD MEMBERS IN ATTENDANCE

Julie Montalbano, Public member, Secretary  
Louise Humphrey-Arruda, AT, Chair  
Matthew Culp, AT, Vice- Chair

BOARD MEMBERS NOT IN ATTENDANCE

George Finn, AT

STAFF MEMBERS IN ATTENDANCE

Alana Rodriguez, Board Manager

OTHERS IN ATTENDANCE

None

1. Establishment of a quorum

A meeting of the Rhode Island Board of Athletic Trainers was held on Tuesday, October 18, 2016 at the Rhode Island Department of Health, Conference Room 104, 3 Capitol Hill, Providence, RI 02908. A quorum was established and the Open Session meeting was called to order at 8:34 AM on a motion by Julie Montalbano and seconded by Louise Humphrey-Arruda. Motion carried.

2. Presentation of the April 5, 2016 Open Session Meeting Minutes

Motion was made by Louise Humphrey-Arruda and seconded by Matthew Culp to accept the Open Session minutes of April 5, 2016. The Board voted unanimously to approve the Open Session minutes as presented. Motion carried.

3. Board Manager Report

a. Webfile Repository

Alana Rodriguez informed the Board that the Department is in the process of establishing a webfile repository which will allow board managers to upload board matter documents onto the web. Board members will have access to the webpage and members can review the materials prior to the meeting to prepare to discuss materials at the board meeting. Instructions will be provided when made available.

b. Licensee Information

Alana informed the board that since the April meeting 17 new applicants have been licensed and this year there are 173 active Athletic Trainers in the state.

4. Motion to adjourn to Closed Session

Motion was made by Matthew Culp and seconded by Julie Montalbano to adjourn to Closed Session at 8:44 a.m. Motion carried. Pursuant to Sections 42-46-4 and 42-46-5(a)(1) of the Rhode Island General Laws, for the purpose of discussing job performance, character, physical or mental health of applicants for licensure. Said individuals have been notified in advance by writing that they may request that the discussion be held at an open meeting. Also, pursuant to Sections 42-46-4 and 42-46-5(a)(4) of the Rhode Island General Laws, for investigatory proceedings regarding allegations of civil or criminal misconduct.

5. Motion to return to Open Session

Motion was made by Julie Montalbano and seconded by Matthew Culp at 9:35 A.M. to re-open the Open Session and to seal the Minutes of the Closed Session pursuant to Sections 42-46-4, 42-46-5 and 42-46-7 of the Rhode Island General Laws. Motion carried.

6. Final Actions on all votes taken in Closed Session

- The board reviewed and approved one application; and proposed action on one case.

7. Adjournment

The next Rhode Island Board of Athletic Trainers meeting will be held TBD at the Rhode Island Department of Health, Conference Room 104, 3 Capitol Hill, Providence, RI 02908. Motion was made by Louise Humphrey-Arruda and seconded by Matthew Culp to adjourn at 9:34 A.M. Motion carried.

Respectfully submitted,



Alana Rodriguez  
Board Manager  
Center for Professional Boards and Commissions