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Athletic Training Advisory Committee Draft Meeting Minutes

September 15, 2025

Department of Health, 111 Israel Rd SE, Tumwater, WA 98501

Members Present: Kasandra Hildenbrand, Athletic Trainer, Chairperson; Craig Bennett, Athletic Trainer, Vice-Chairperson; Kenneth Ahlstrom, Athletic Trainer; Courtney Peart, Athletic Trainer; Kirk Westre, Public Member

Staff Present: Allyson McIver, Program Manager; Jennifer Santiago, Executive Director; Madissen Schatz, Assistant Program Manager; Haylie Kang, Policy Analyst; Marie Carp, Assistant Attorney General.

Public Attendees Present: Jason Graham, professional practice manager with the BOC; Jason Derocher, Director of Sports Medicine at Seattle Pacific University.

1. Call to Order

Chairperson Hildenbrand called the public meeting to order at 9:02 AM, welcoming participants and officially starting the business meeting.

1.1 Introduction

Ms. McIver initiated the introductions for committee members, staff members, and public attendees.

1.2 Approval of Agenda

Chairperson Hildenbrand called for approval of the agenda. The motion to approve the agenda was made by Vice-chairperson Bennett and seconded by Ms. Peart. The committee unanimously approved the agenda.

1.3 Approval of April 28, 2025 Meeting Minutes

Chairperson Hildenbrand invited the board to approve the April 28, 2025 meeting minutes. The motion to approve the April 28, 2025 meeting minutes was made by Ms. Peart and seconded by Vice-chairperson Bennett. The committee unanimously approved the minutes.

1.4 Public Comment

Ms. Hildenbrand opened the public comment period. Ms. McIver invited the public to speak or share comments with the committee. Jason Graham with the BOC shared that the 2026 regulatory conference will be held on August 20th and 21st in Omaha, Nebraska, and that more details would be released in the coming months. Mr. Graham also shared that the compact commission has finalized their compact model legislation for athletic trainers, and the draft is available on their website. Mr. Graham offered to be a resource for any questions regarding the compact. There were no further comments made; Chairperson Hildenbrand closed the open forum.

2. Licensure Requirements and Applicants Licensed in Other States, rulemaking update

The committee received updates regarding the 1724 rules project and the upcoming implementation plans. Ms. McIver shared that the license application form and AT webpages will be updated, and a GovDelivery message will be sent out to remind interested parties of upcoming changes.

3. Planning 2026 Committee Meeting Dates

Ms. McIver proposed March 2, 2026, and August 24, 2026, for the business meeting dates next year. Vice-chairperson Bennett moved to approve the proposed 2026 meeting dates and Ms. Peart seconded the motion. The committee unanimously approved the 2026 business meeting dates as proposed.

4. Naloxone and Athletic Trainers in School Settings Discussion

Marie Carp, AAG presented her analysis of whether athletic trainers can administer naloxone to students in public and private school settings if necessary. The committee agreed with Ms. Carp's conclusion that due to the broadly written Naloxone laws and standing order, athletic trainers would be authorized to administer Naloxone to a student if necessary. The committee requested that program staff update the profession's FAQ page to reflect the discussion. Vice-chairperson Bennett motioned for committee staff to update the FAQ page and post the updated FAQ immediately, and Ms. Peart seconded the motion. The committee unanimously approved the motion.

5. HELMS updates

Ms. McIver updated the committee on the HELMS implementation timelines, communications, and training. Ms. McIver shared that the third and final phase is scheduled to go live towards the end of the year. Ms. McIver reminded the committee of the changes to the applicant experience.

6. Program Report

6.1 Credentialing Statistics

Ms. McIver shared that updated credentialing statistics were not available for this meeting due to reporting functionality limitations in HELMS. Ms. McIver shared a draft of license count breakdowns by WSATA region and by county, using credential counts from December 2024. The committee liked the formatting of the presented data and expressed interest in updated data presented in the same format in the future.

6.2 Operating Budget

This report reflects the timeframe for July 1, 2023 through June 30, 2025. The starting fund balance was \$411,320.00 and the ending balance was \$333,504.00. HELMS expenses, which are assessed against each profession, are reflected in the report. The estimated revenue is slightly below the estimated revenue. Ms. McIver shared a breakdown of expenses by category and noted the committee is quite overspend in AAG costs.

6.3 Disciplinary Statistics

The committee received disciplinary statistics from July 1, 2024 to June 30, 2025. She discussed that there was a total of eight complaints, out of those eight complaints six of them were investigated. One of the seven complaints was for failure to maintain records or provide medical, financial, and other required information. Three were due to practicing beyond the scope of practice for an Athletic Trainer, and four were for unlicensed practice.

6.4 Committee Recruitment Updates

Ms. McIver shared that all committee member positions are currently filled. Department staff changes include: Na'Taya Harris, administrative assistant; Harold Wright, deputy director; Sasha DeLeon, assistant secretary, have left the department. Shawna Fox will be the new Assistant Secretary of HSQA effective October 16, 2025.

6.5 BOC Updates

Ms. McIver recapped the updates provided by Mr. Graham earlier regarding the athletic trainer interstate compact, and Mr. Graham answered questions from program staff and committee members regarding the compact implantation process. The committee went on to have a discussion regarding what actions are taken by the committee, and how the legislation process is initiated.

7. Adjournment

Chairperson Hildenbrand adjourned the meeting at 10:05 a.m.

Washington State Athletic Training Advisory Committee

On File

Kasee Hildenbrand, Chairperson

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