



Arizona Medical Board

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FINAL MINUTES FOR THE MEETING OF THE EXECUTIVE DIRECTOR SELECTION AND RETENTION COMMITTEE

Held on Friday, January 3, 2025

1740 W. Adams St., Board Room 4100 • Phoenix, Arizona

Committee Members

Lois E. Krahn, M.D., Chair
Susan Reina, P.A.-C, Vice-Chair
Bruce A. Bethancourt, M.D., F.A.C.P.
Katie S. Artz, M.D., M.S.
Jodi A. Bain, M.A., J.D., LL.M.
David C. Beyer, M.D., F.A.C.R., F.A.S.T.R.O.
Laura Dorrell, M.S.N., R.N.
R. Screven Farmer, M.D.
Gary R. Figge, M.D.
James M. Gillard, M.D., M.S., F.A.C.E.P., F.A.A.E.M.
Gail Guerrero-Tucker, M.D., M.P.H., F.A.A.F.P., D.A.B.F.M.
Jessyca Leach
John J. Shaff, PA-C, D.F.A.A

GENERAL BUSINESS

A. CALL TO ORDER

Chair Krahn called the Committee's meeting to order at: 4:01p.m.

B. ROLL CALL

The following Committee members were present: Dr. Krahn, PA Reina, Dr. Bethancourt, Ms. Bain, Dr. Beyer, Ms. Dorrell, Dr. Farmer, Dr. Figge, Dr. Gillard, Ms. Leach, and PA Shaff.

The following Committee members were absent: Dr. Artz, Dr. Guerrero-Tucker.

ALSO PRESENT

The following Board staff participated in the meeting: Patricia McSorley, Executive Director; Raquel Rivera, Deputy Director; Nicole Samaradellis, Investigations Manager and Heather Foster, Public Records Coordinator. Carrie Smith, Assistant Attorney General ("AAG") also participated in the meeting.

C. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING EXECUTIVE DIRECTOR JOB POSTING

Dr. Krahn stated the Executive Director's job description was emailed to all committee members for review. This was revised from the 2013 job description posted when Executive Director Ms. McSorley applied.

Ms. McSorley commented that the job description speaks for itself.

AAG Smith stated that there is overlap in the description between the time used for SIRC and assuring the internal activities are staffed or performed officially.

Dr. Farmer opined that the Executive Director plays a bigger role in the planning and implementation of the meetings and the cases going on the agenda. An applicant would not adequately understand the bandwidth it takes to perform these tasks.

PA Schaff agreed with Dr. Farmer and opined that the job description does give a good indication of the position.

Dr. Bethancourt brought up the intensity of the tasks vs the percentage of time completing the tasks.

Mr. Westerberg commented the job posting does not provide the percentages. That is something to discuss with the applicants during the interview process.

PA Reina opined to remove the interactions with the media from the job postings.

Dr. Figge disagreed its best to inform the applicants they will need to interact with the media.

Ms. McSorley stated the media will always ask for an interview to ask questions off the cuff. Instead, responding via email allows the time to review responses for accurate information.

AAG Smith agreed that the Executive Director will need to interpret State and Federal laws, rules and regulations.

Ms. Baker mentioned that the preferred primary contact is with the chair, vice chair and or subcommittee to make the final decision of the final review to finalize the job posting.

Dr. Krahn raised the question to the committee members whether they would allow the chair and vice chair to finalize the job posting for publishing.

Dr. Figge questioned if that was allowed by statute, if so, he approved.

AAG Smith stated that the process needs to be completed by the committee, it can be delegated by the committee to chair and vice chair for efficiency purposes.

Dr. Krahn requested an informal motion to delegate to the chair and vice chair for efficiency to make the final decision of the job posting. No committee members disagreed.

D. DISCUSSION AND POSSIBLE ACTION REGARDING NEXT STEPS IN THE HIRING PROCESS, INCLUDING BUT NOT LIMITED TO PREPARATION OF QUESTIONS FOR APPLICANTS FOR THE EXECUTIVE DIRECTOR POSITION.

Dr. Krahn discussed prescreening questions.

Ms. Leach discussed making a question about succession and planning.

Ms. Baker suggested a question about describing experience in leading and developing highly professional and motivated multidiscipline teams across multiple programs to achieve major pro program objectives. She opined that this would allow the applicant to describe their experience in that capability.

Dr. Beyer proposed a question about the candidate's opinion on the biggest challenge facing medical boards in the coming years, or maybe a prompt about telehealth. He asked if the applicant would be required to hold a legal degree or whether they hold a degree in another field like healthcare administration with knowledge of regulatory laws.

Ms. McSorley states she provided ADOA with alternative language for the job posting.

Ms. Baker commented that they did receive the alternative language and recommend additional preferences to be added to the job posting to assist with a more fluent reviewing process.

E. ADJOURNMENT

MOTION: Dr. Bethancourt moved for adjournment.

SECOND: PA Reina

VOTE: The following Board members voted in favor of the motion: Dr. Krahn, PA Reina, Dr. Bethancourt, Ms. Bain, Dr. Beyer, Ms. Dorrell, Dr. Farmer, Dr. Figge, Dr. Gillard, Ms. Leach, and PA Shaff.

The following Board members were absent: Dr. Artz and Dr. Guerero-Tucker.

VOTE: 11-yay, 0-nay, 0-abstain, 0-recuse, 2-absent.

MOTION PASSED.

The meeting adjourned at: 4:49 p.m.



A handwritten signature in cursive script that reads "Lois E. Krahn".

Lois E. Krahn, M.D., Chair