



## Arizona Medical Board

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

Held on Wednesday, January 8, 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.P.A

## GENERAL BUSINESS

### A. CALL TO ORDER

Chair Krahn called the Committee's meeting to order at: 4:47p.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, Dr. Guerrero-Tucker, and PA Shaff.

The following Committee members were absent: Dr. Artz and Ms. Leach

#### **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

Mr. Westerberg provided a summary of the processes and where the medical board stands within the processes.

Dr. Krahn asked the committee members if they had any concerns or questions regarding the job posting. She mentioned they wanted to leave generic to highlight the applicants' answers.

Ms. Bain asked if something needs to be added since the Executive Director acts as a lobbyist for the Arizona Medical Board and Arizona Regulatory Board of Physician Assistants.

AAG Smith pointed out there is mention in the job posting.

**MOTION:** Dr. Bethancourt moved for approval of job posting for the position of the Executive Director.

**SECOND:** PA Shaff

**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, Dr. Guerrero-Tucker, and PA Shaff. The following Board members were absent: Dr. Artz and Ms. Leach

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

Dr. Krahn mentioned that the applicant will need to provide a resume, cover letter and complete prescreening questions. She proposed to the committee how many prescreening questions should be used.

Dr. Beyer and Dr. Bethencourt both agreed to be fewer than five questions.

Dr. Krahn requested the committee members choose out of the five questions of which three to use as the prescreening questions.

PA Shaff mentioned to use questions 1, 3, and 5.

Ms. Dorrell suggested combining questions 2 and 3 as they are similar.

Mr. Westerberg stated he can combine question 2 and 3 without any issues.

Dr. Krahn proposed using question four for the interview process. The committee members agreed.

Ms. Baker stated the recruiter would choose the applicants who are qualified and place them on the short list. She also recommended delegating a subcommittee to review the applications on the short list.

Dr. Krahn volunteered to be on the subcommittee to review applications. She mentioned a physician assistant needs to be on the subcommittee.

AAG Smith stated a subcommittee will be subjected to open meeting laws and suggested delegating tasks to a few members.

Ms. Bain requested a timeline of when the job posting to be published.

Mr. Westerberg stated the job posting will be posted the next day and until the end of the month.

## **D. 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, Dr. Guerrero- Tucker, and PA Shaff.**

**The following Board members were absent: Dr. Artz and Ms. Leach**

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

**MOTION PASSED.**

The meeting adjourned at: 5:05 p.m.



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

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Lois E. Krahn, M.D., Chair