



Arizona Medical Board

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FINAL MINUTES FOR THE MEETING OF THE EXECUTIVE DIRECTOR SELECTION AND RETENTION COMMITTEE Held on Monday, April 14, 2025 1740 W. Adams St., 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: 5:41 p.m.

B. ROLL CALL

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

The following Committee members were absent: Dr. Bethancourt and Dr. Guerrero-Tucker.

ALSO PRESENT

The following Board staff participated in the meeting: Patricia McSorley, Executive Director; and Michelle Robles, Board Operations Manager. Carrie Smith, Assistant Attorney General ("AAG") and Michelle Kunzman, AAG also participated in the meeting.

C. APPROVAL OF MINUTES

- December 13, 2024 ED Selection and Retention Committee Meeting
- December 27, 2024 ED Selection and Retention Committee Meeting
- January 3, 2025 ED Selection and Retention Committee Meeting
- January 8, 2025 ED Selection and Retention Committee Meeting
- February 18, 2025 ED Selection and Retention Committee Meeting
- March 26, 2025 ED Selection and Retention Committee Meeting; including Executive Session

Ms. Smith noted that not all committee members got a chance to review the executive session minutes and recommended to exclude the executive session minutes from today's approval.

MOVED: Dr. Figge moved to approve all regular session sets of minutes except for the March 26, 2025 Executive Session minutes.

SECOND: Dr. Gillard.

VOTE: The following Committee members voted in favor of the motion: Dr. Figge, Dr. Krahn, Dr. Artz, Ms. Bain, Dr. Beyer, Ms. Dorrell, Dr. Farmer, Dr. Gillard, Ms. Leach, PA Reina and PA Shaff. The following Committee members were absent: Dr. Bethancourt and Dr. Guerrero-Tucker.

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

MOTION PASSED.

D. UPDATE, DISCUSSION AND POSSIBLE ACTION REGARDING THE RESULTS OF CANDIDATE RE-INTERVIEWS AND CONSIDERATION OF NEXT STEPS IN THE HIRING PROCESS; INCLUDING, BUT NOT LIMITED TO SELECTION OF NEW EXECUTIVE DIRECTOR OR SELECTION OF INTERIM EXECUTIVE DIRECTOR

Dr. Krahn summarized that at the last meeting the decision was that the subgroup would obtain additional reference materials and conduct secondary interviews. At the last meeting there was suspicion that the FSMB resources were not employed and Dr. Krahn requested clarification.

Mr. McNeely confirmed with the FSMB that the job posting was not posted but informed the Committee that it can be done on their newsletter if the Committee wishes to post it with the FSMB.

Dr. Krahn inquired what it would take to post to the website.

Mr. McNeely explained that it can be posted by sending an email request through their newsletter but not to their website.

MOVED: Dr. Krahn moved for the Board to enter into Executive Session to obtain legal advice pursuant to A.R.S. § 38-431.03(A)(1) and (3) to discuss the secondary interviews and references.

SECOND: Ms. Bain.

VOTE: The following Committee members voted in favor of the motion: Dr. Figge, Dr. Krahn, Dr. Artz, Ms. Bain, Dr. Beyer, Ms. Dorrell, Dr. Farmer, Dr. Gillard, Ms. Leach, PA Reina and PA Shaff. The following Committee members were absent: Dr. Bethancourt and Dr. Guerrero-Tucker.

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

MOTION PASSED.

The Board entered into Executive Session at 5:47 p.m.

The Board returned to Open Session at 6:53 p.m.

No legal action was taken by the Board during Executive Session.

PA Shaff stated that he wishes to vote on an Executive Director (ED) today.

MOVED: PA Shaff moved to vote on Raquel Rivera for Executive Director.

SECOND: Ms. Leach.

Dr. Gillard spoke against the motion and stated that he is more comfortable voting Ms. Rivera as Interim ED to give the other candidates the opportunity to be seen. Dr. Gillard opined that the process was not done properly and the Board is not ready to vote. Dr. Beyer opined that the Board has enough information to make a decision. Dr. Beyer further commented that the Committee made a decision to not have every member of the Committee on the interview pane and they completed two rounds of interviews via Zoom with the candidates. The Committee has a very good sense from the subcommittee members of these candidates. Dr. Beyer opined that there are a number of good candidates and the fear of missing out on a better candidate should not preclude the Committee from making a decision. Ms. Bain commented that how the process was initially discussed and how it functioned resulted in a process issue. PA Shaff opined that nothing particularly failed and although ideas were discussed there was no specific motion on the steps that needed to be done and opined that this was not something that failed.

VOTE: The following Committee members voted in favor of the motion: Dr. Beyer, Ms. Leach, PA Reina and PA Shaff. The following Committee members voted against the motion: Dr. Figge, Dr. Krahn, Dr. Artz, Ms. Bain, Ms. Dorrell Dr. Farmer and Dr. Gillard. The following Committee members were absent: Dr. Bethancourt and Dr. Guerrero-Tucker.

**VOTE: 7-yay, 4-nay, 0-abstain, 0-recuse, 2-absent.
MOTION FAILED.**

MOTION: Dr. Gillard moved to nominate Raquel Rivera as the Interim Executive Director.

SECOND: Dr. Figge.

VOTE: The following Committee members voted in favor of the motion: Dr. Figge, Dr. Krahn, Dr. Artz, Ms. Bain, Dr. Beyer, Ms. Dorrell, Dr. Farmer, Dr. Gillard, Ms. Leach, PA Reina and PA Shaff. The following Committee members were absent: Dr. Bethancourt and Dr. Guerrero-Tucker.

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

MOTION PASSED.

Mr. McNeely informed the Committee that the posting was taken down but not completely closed in the system. If we reopen to post on the FSMB when people apply they will be directed to the job board. The three existing candidates will be informed of the change in number of candidates.

MOTION: Dr. Gillard moved to re-opening the position on the State job board for 30 days, with notification to the FSMB and direction to the current candidates that they do not need to reapply.

SECOND: Dr. Figge.

Committee members inquired about a timeframe for when the posting will close.

Mr. McNeely agreed with the Committee that it could be 30 days.

PA Shaff inquired if the job posting is being re-opened are the existing candidates still in the pool.

Mr. McNeely stated that they shouldn't have to reapply and there is no reason they can't continue to be candidates.

PA Reina suggested that references be obtained during the application process.

Mr. McNeely stated that reference checks cannot be done prior to application checks 1 and 2.

Dr. Figge stated that this has nothing to do with the candidates but that this is due to the process issue. Dr. Beyer opined that this is unnecessary even though it is true that it was agreed that the posting would go through the FSMB and opined that the current candidates are adequate.

VOTE: The following Committee members voted in favor of the motion: Dr. Figge, Dr. Krahn, Dr. Artz, Ms. Bain, Ms. Dorrell, Dr. Farmer and Dr. Gillard. The following Committee members voted against the motion: Dr. Beyer, Ms. Leach, PA Reina and PA Shaff. The following Committee members were absent: Dr. Bethancourt and Dr. Guerrero-Tucker.

VOTE: 7-yay, 4-nay, 0-abstain, 0-recuse, 2-absent.

MOTION PASSED.

Ms. Smith requested clarification on whether or not the Committee still wants to delegate the initial review process to the subcommittee.

Ms. Leach recommended that the same process be followed for fairness.

MOTION: Dr. Farmer moved to continue with the subcommittee process.

SECOND: Dr. Gillard.

PA Reina inquired if the resumes will be reviewed prior to the 30 day timeframe or afterwards as she will be unavailable in May. Dr. Krahn suggested that the resumes be reviewed on a rolling basis.

Mr. McNeely recommended that resumes be sent to the subcommittee every Monday and staff can filter through them based on not meeting the criteria and then provide the rest every week.

VOTE: The following Committee members voted in favor of the motion: Dr. Figge, Dr. Krahn, Dr. Artz, Ms. Bain, Dr. Beyer, Ms. Dorrell, Dr. Farmer, Dr. Gillard, Ms. Leach, PA Reina and PA Shaff. The following Committee members were absent: Dr. Bethancourt and Dr. Guerrero-Tucker.

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

MOTION PASSED.

Ms. McSorley suggested that the committee discuss the pay for the interim executive director.

Dr. Krahn stated that it's her understanding that there is a state process for someone serving as an Interim ED.

Mr. McNeely explained that it is a special assignment, and the stipend is usually not more than 10 percent. The special assignment runs for six months and one six-month extension can be granted if needed.

Dr. Krahn suggested the fully allowable stipend be given since Ms. Rivera would be taking over all duties. Dr. Figge inquired about who signs the paperwork for the special assignment.

Ms. Kunzman suggested that the Committee clarify the stipend amount and who has the authority to sign the paperwork.

MOTION: Dr. Figge moved to give the interim executive director the maximum allowable stipend and delegating Dr. Krahn the authority to sign the special assignment paperwork.

SECOND: Dr. Gillard.

VOTE: The following Committee members voted in favor of the motion: Dr. Figge, Dr. Krahn, Dr. Artz, Ms. Bain, Dr. Beyer, Ms. Dorrell, Dr. Farmer, Dr. Gillard, Ms. Leach, PA Reina and PA Shaff. The following Committee members were absent: Dr. Bethancourt and Dr. Guerrero-Tucker.

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

MOTION PASSED.

E. ADJOURNMENT

MOTION: Dr. Figge moved for adjournment.

SECOND: PA Reina.

VOTE: The following Committee members voted in favor of the motion: Dr. Figge, Dr. Krahn, Dr. Artz, Ms. Bain, Dr. Beyer, Ms. Dorrell, Dr. Farmer, Dr. Gillard, Ms. Leach, PA Reina and PA Shaff. The following Committee members were absent: Dr. Bethancourt and Dr. Guerrero-Tucker.

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

MOTION PASSED.

The meeting adjourned at: 7:31 p.m.



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

Lois E. Krahn, M.D., Chair