



## Arizona Medical Board

1740 W. Adams St, Suite 4000 • Phoenix, Arizona 85007

Home Page: <http://www.azmd.gov>

Telephone (480) 551-2700 • Fax (480) 551-2705 • In-State Toll Free (877) 255-2212

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

Held on Wednesday, July 9, 2025  
1740 W. Adams St., Phoenix, Arizona

#### *Committee Members*

Lois E. Krahn, M.D., Chair  
Susan Reina, P.A.-C, Vice-Chair  
Katie S. Artz, M.D., M.S.  
Bruce A. Bethancourt, M.D., F.A.C.P.  
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

Chairwoman Krahn called the Committee's meeting to order at: 4:05 p.m.

### B. ROLL CALL

The following Committee members participated virtually: Dr. Krahn, PA Reina, Dr. Beyer, Ms. Dorrell, Dr. Farmer, Dr. Figge, Dr. Gillard, Dr. Guerrero-Tucker, Ms. Leach and PA Shaff.

The following Committee members were absent: Dr. Bethancourt, Dr. Artz, and Ms. Bain.

#### **ALSO PRESENT**

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

### C. UPDATE, DISCUSSION AND POSSIBLE ACTION REGARDING THE RESULTS OF CANDIDATE INTERVIEWS INCLUDING POTENTIAL SELECTION OF TOP THREE CANDIDATES

Dr. Krahn noted that the new candidates have been interviewed, and the goal is to narrow them down to the top three.

**MOVED:** Dr. Krahn moved for the Committee to enter into Executive Session pursuant to A.R.S. § 38-431.03(A)(1) and (3) to discuss the consideration of employment information and legal advice.

**SECOND:** Dr. Farmer.

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

The following Committee members were absent: Dr. Bethancourt, Dr. Artz, and Ms. Bain.

**VOTE:** 10-yay, 0-nay, 0-abstain, 0-recuse, 3-absent.

**MOTION PASSED.**

The Committee entered into Executive Session at 4:07 p.m.  
The Committee returned to Open Session at 4:40 p.m.  
No legal action was taken by the Board during Executive Session.

**MOVED: Dr. Figge moved to reduce this list of five to three candidates.**

**SECOND: PA Reina.**

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

**The following Committee members were absent: Dr. Bethancourt, Dr. Artz, and Ms. Bain.**

**VOTE: 10-yay, 0-nay, 0-abstain, 0-recuse, 3-absent.**

**MOTION PASSED.**

**MOVED: PA Reina moved to elect candidates A, B and D to the short list of candidates.**

**SECOND: PA Shaff.**

Dr. Krahn noted that these letters have been identified to specific candidates in the executive session. Dr. Beyer commented that he would have selected three different candidates. Dr. Beyer suggested having all Committee members vote on all candidates and the top three candidates are chosen based on votes. Dr. Gillard agreed regarding selecting a different three and noted candidate C's experience. Dr. Figge opined that there was equal discussion on all candidates. Dr. Beyer suggested a roll call vote so that it is fair and clear.

Ms. Smith expressed no concerns regarding the roll call but advised that the motion would need to be withdrawn. Ms. Kunzman expressed caution that the Committee members may be swayed by others.

Dr. Beyer and Dr. Farmer opined that Committee members already have their three candidates in mind.

Mr. McNeely agreed the Committee could do a roll call vote on the top three candidates.

**MOTION WITHDRAWN.**

**MOVED: Dr. Beyer moved for a roll call vote for each Committee member to name their top three.**

**SECOND: Dr. Figge.**

Ms. Kunzman inquired about the intent of the motion.

Dr. Beyer stated that it is to reach a consensus of the top three candidates.

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

**The following Committee members were absent: Dr. Bethancourt, Dr. Artz, and Ms. Bain.**

**VOTE: 10-yay, 0-nay, 0-abstain, 0-recuse, 3-absent.**

**MOTION PASSED.**

**Roll Call Vote for Top Three Candidates: Dr. Krahn (A, B, C), PA Reina (A, B, D), Dr. Beyer (B, C, D), Ms. Dorrell (A, B, D), Dr. Farmer (A, B, D), Dr. Figge (A, C, D), Dr. Gillard (A, B, C), Dr. Guerrero-Tucker abstained, Ms. Leach (B, C, D) and PA Shaff (A, B, D)**

Dr. Krahn stated that staff will notify the candidates and a zoom meeting will be scheduled.

Ms. Smith noted that the interview questions need to still be created, and the previous process will be used.

Dr. Farmer agreed that the previous process should be followed.

**D. DISCUSSION AND POSSIBLE ACTION REGARDING NEXT STEPS IN THE HIRING PROCESS, INCLUDING BUT NOT LIMITED TO UPCOMING MEETINGS AND DECISION MAKING TIMELINE**

Dr. Krahn informed the Committee that there are no funds available in the budget to reimburse candidates for travel for an interview or to meet staff in person. Dr. Krahn suggested that the delegates could have a meeting to work with the selection available and choose the strongest candidate or have a zoom meeting with the full Committee to interview the top three candidates. Dr. Gillard spoke in favor of the Committee meeting the

candidates via Zoom. Dr. Krahn noted that questions would need to be agreed upon and provided to the candidates.

PA Shaff agreed that there should be a Zoom meeting to put faces to names and give those who were not involved in the interview group a better understanding of the candidates. Dr. Krahn confirmed that the Committee has received the reference letters for the candidates.

Mr. McNeely informed the Committee that references are normally done after a verbal offer has been extended to the selected candidate.

Dr. Farmer spoke against waiting until after the selection to obtain references and spoke in favor of the Zoom meeting.

Mr. McNeely confirmed that references can be obtained regarding the top candidates.

**MOVED: Dr. Farmer moved for the final three candidates to solicit references, which would be made available to the full committee, and then schedule a Zoom meeting with the candidates and the committee.**

**SECOND: Dr. Gillard.**

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

**The following Committee members were absent: Dr. Bethancourt, Dr. Artz, and Ms. Bain.**

**VOTE: 10-yay, 0-nay, 0-abstain, 0-recuse, 3-absent.**

**MOTION PASSED.**

## **E. ADJOURNMENT**

**MOTION: Dr. Figge moved for adjournment.**

**SECOND: Dr. Farmer.**

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

**The following Committee members were absent: Dr. Bethancourt, Dr. Artz, and Ms. Bain.**

**VOTE: 10-yay, 0-nay, 0-abstain, 0-recuse, 3-absent.**

**MOTION PASSED.**

The meeting adjourned at: 5:06 p.m.



*David C. Beyer MD*

---

David C. Beyer, M.D., Chair