



State of Arizona
BOARD OF TECHNICAL REGISTRATION

1110 W. Washington Street, Suite 240, Phoenix, Arizona 85007 (602) 364-4930 FAX: (602) 364-4931 <https://btr.az.gov/>

NOTICE OF COMBINED PUBLIC MEETING AND EXECUTIVE SESSION
OF THE ARIZONA STATE BOARD OF TECHNICAL REGISTRATION
ENFORCEMENT ADVISORY COMMITTEE

AGENDA

Pursuant to A.R.S. § 38-431.02, notice is hereby given that an Enforcement Advisory Committee will convene to assist in an open investigation to consider and discuss information received relevant to Board Case No.:

P23-105
Steven Helfrich, P.E. #38408

The meeting will be held on: **April 25, 2024 at 9:00 a.m.** at the offices of the State Board of Technical Registration located at 1110 W. Washington Street, Suite #240, Phoenix, Arizona 85007.

The Committee may discuss, consider or take action on any item on the agenda. The majority or a quorum of the Committee may vote to hold an Executive Session to review confidential records exempt by law from public inspection, pursuant to A.R.S. § 38-431.03(A)(2), or to obtain legal advice regarding any of the items on the agenda, pursuant to A.R.S. § 38-431.03(A)(3). All investigation files are confidential and not subject to inspection until the matter is final or a hearing notice is issued (A.R.S. § 32-129(B)).

Pursuant to the Americans with Disabilities Act, people with disabilities may request a reasonable accommodation by contacting Daniel Carthel at (602) 364-4938 or daniel.carthel@azbtr.gov. Requests for reasonable accommodations should be made as early as possible to allow time to accommodate the request. The Board may not be able to accommodate requests made less than 36 hours prior to the scheduled meeting.

Board staff posts meeting agendas on its website, the AZBTR's lobby (suite 240) and the meeting board located in the main entrance of the ADEQ building (1110 W. Washington St. Phoenix AZ 85007) in accordance with 38-431.02. Please note that all meetings are recorded and the recordings posted on the Board's website within three working days after the meeting in accordance with A.R.S. § 38-431.01(E).

- 1. CALL TO ORDER**
- 2. STATEMENT BY STAFF OF THE PURPOSE OF THE MEETING**
- 3. REVIEW AND DISCUSSION OF THE FOLLOWING**
[the Committee may enter into Executive Session for purposes of discussion of confidential materials pursuant to A.R.S. § 38-431.03(A)(2) or to obtain legal advice pursuant to A.R.S. § 38-431.03(A)(3)]:
 - a. Investigative Interview
- 4. POSSIBLE ACTION ON THE FOLLOWING:**
 - a. Recommendation to the Board Regarding Disposition of Case File
- 5. ADJOURNMENT**