



Federation
of Chiropractic
Licensing Boards

REGULAR MEETING

FCLB Board of Directors

Friday and Saturday: July 11, 2006
Telephone Conference Call: 6:00 PM MDT

MINUTES

PRESENT:

OFFICERS:

N. Edwin Weathersby, D.C., President
Oliver "Bud" Smith, Jr., D.C., Vice President
Daniel Saint-Germain, D.C., Treasurer
Richard L. Cole, D.C., Immediate Past President

EXECUTIVE BOARD OF DIRECTORS:

LeRoy Otto, D.C., Executive Board Chair & District II Director
Carol Davis, D.C., District I Director
Lawrence O'Connor, D.C., District III Director
Ron Tripp, D.C. District IV Director
Norman Ouzts, D.C., District V Director

EXECUTIVE FELLOW DIRECTOR:

Joe Baker, Jr., Executive Fellow Director

ALTERNATE EXECUTIVE BOARD OF DIRECTORS

Lawrence Davis, D.C., District IV Alternate Director
Ali Jafari, D.C., District III Alternate Director

STAFF:

Donna M. Liewer, Executive Director

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- I. CALL TO ORDER / ROLL CALL** - Dr. Otto called the meeting to order at 6:06 p.m. Donna Liewer called the roll: members present except Dr. Smith, who joined the meeting shortly after it started. *(NOTE: Dr. Jafari joined the meeting later also.)*
 - II. ANNOUNCEMENTS** - Dr. Otto noted that FCLB alternate directors had been invited to participate as observers on a trial basis and had been provided with the call-in information. The board also received an update on the health status of legal counsel Dale Atkinson, and noted that staff member Kelly Webb is expecting her first baby in mid-October.
 - III. MINUTES FROM PREVIOUS BOARD MEETINGS**

M/S Tripp/O'Connor to approve the minutes of the Tuesday, May 2, 2006, Portland meeting of the FCLB Board of Directors as presented.
Passed, no opposition

NOTE: Dr. Ouzts abstained since he was not present at that meeting

M/S Ouzts/Baker to approve the minutes of the Saturday, May 5, 2006, Portland meeting of the FCLB Board of Directors as presented.
Passed, no opposition

IV. BUSINESS

1. FINANCIAL ISSUES

Dr. Saint-Germain presented the current financial status report as well as current income and expense reports. With respect to projected income, he explained that CIN-BAD and PACE are the two budgeted sources that are coming in well below original projections, as had been reported to the board at the May meetings. The current projected deficit is about \$65,000. There were no questions on the income and expense reports.

Mr. Baker suggested that the FCLB investigate the feasibility of switching the checking account to an interest-bearing program. It was noted that a previous investigation had revealed it was not cost effective, but it since it has been several years since this has been reviewed, the board agreed it would be worthwhile to check into this option again. Staff is to report back to the board.

The board then studied a detailed analysis of conference income and expenses. Various ideas for reducing expenses were discussed. It was agreed that continued oversight and a spirit of frugality are in order.

Conflict of Interest Statement - the board reviewed the draft Statement of Principles, Ethical Behavior, Non-Disclosure, and Conflict of Interest of the Federation of Chiropractic Licensing Boards, as spearheaded and developed by Dr. Tripp. It was noted that such a statement is necessary to comply with the FCLB resolution #5 adopted by the member boards in Portland, as well as increasing financial accountability in the non-profit sector following US federal Sarbanes Oxley legislation. It was agreed to distribute the draft as amended by the board at the 2006 regional meetings.

M/S Smith/Cole to accept the draft document as amended, with the principles and guidelines targeted to apply to the governing board and staff.

Passed, no opposition

Financial Forecast / Discussion and ideas to improve outlook:

The board studied a detailed analysis of current and proposed income sources and expense reductions. It was noted that the primary shortfall (CIN-BAD revenues from commercial subscribers) is apparently due to a reduction in credentialing activities by managed care companies and significant mergers among their organizations.

The board agreed on several key strategies:

1. Continue to upgrade the data and services available through CIN-BAD
2. Identify opportunities to capitalize on the public information in CIN-BAD while retaining the board's strict policy on not making names available for commercial marketing purposes.
3. Dr. Otto agreed to help spearhead the conference sponsor program for the coming year.
4. The 2007 Annual Conference in St Louis will be shortened by one day to try to cut costs.
5. Meeting travel will be drastically reduced.

6. PACE expenses will be reduced, in-person training for Review Team members will be replaced by personal phone orientation. Boards will be encouraged to accept PACE (20 jurisdictions already do) and more programs will be encouraged to apply.
7. Additional grants will be pursued, as will requesting a shift in our legal non-profit status from 501 (c) 6 to 501 (c) 3.
8. Staff hours will be reduced.

M/S Cole/Tripp to go into executive session to discuss financial matters.
Passed, no opposition

The board came out of executive session. There were no directives developed or actions taken to be ratified in open session.

The board reviewed a detailed cost analysis of the projected expenses involved in hosting its January mid-year meeting in various locations. It was noted that NBCE has generously offered meeting space in their headquarters.

M/S Cole/O'Connor to host the midyear meeting in Greeley January 11-14, 2007.
Passed, no opposition

2. ANNUAL CONFERENCES

The board studied evaluations from the Portland annual conference. Twenty of 174 attendees responded - follow-up e-mail reminder solicited comments after the event also.

PR efforts for the St. Louis meeting were reviewed.

Mr. Baker reported on his successful site visit to the Atlanta Renaissance (Marriott) for May 2008. The board agreed to finalize the contract based on his report.

3. NBCE /IBCE UPDATE

Drs. Weathersby and Smith provided a brief report on the general activities of the NBCE.

4. PACE UPDATE

The board continues to monitor the acceptance and applications to PACE, noting that regular conversations with boards and applicants is necessary.

5. FRAUD POSITION PAPER

The board studied the Fraud Task Force's draft report, with thanks to Mr. Baker for detailed refinements. They agreed to move the draft forward for review at the fall regional meetings.

6. REGIONAL MEETINGS - review dates, locations

1. Districts I and IV - October 12 - 15, 2006 / Salt Lake City, UT
 Marriott Downtown - \$129 + tax, single/double
2. District II - October 19 - 22, 2006 / Cincinnati, OH
 Hilton Netherland Plaza - \$119 + tax, single/double
3. Districts III and V - October 5 - 8, 2006 / Myrtle Beach, SC
 Marriott Resort - \$139 + tax, single/double

7. ACCREDITATION - CCE-US

Dr. Cole related the recent USDE hearings at which he represented the FCLB and our member licensing boards.

Dr. Weathersby reported he will be attending the CCE Midyear Board Meeting in Scottsdale July 15-16, 2006, and will present information on PACE.

M/S Tripp / O'Connor to approve the President's nominations to the CCE Board of Directors and Commission on Accreditation, due July 31, 2007.
Passed, no opposition

Dr. Jafari joined the meeting.

CCE has requested that recommendations for changes to the current Standards be submitted no later than September 15, 2006. Dr. Cole is serving on the CCE task force to study future designs for the Standards and reported he will be meeting with the group the following week. He agreed to keep the board informed about developments in this area.

8. US DOCUMENTATION ISSUES

Member boards are beginning to respond to the need for improved documentation and recordkeeping as portrayed by the OIG Report which studied Medicare claims. The Federation membership's resolution encouraging boards to require CE hours in this area is beginning to get some momentum. The board discussed how to ensure that a CE provider teaches accurate information, noting that PACE offers the best oversight.

9. NEXT TELEPHONE BOARD MEETINGS

The board confirmed the dates for the next meetings:

<i>Tuesday, September 5, 2006</i>	<i>Executive Committee</i>
<i>Tuesday, September 12, 2006</i>	<i>Full Board</i>

10. OTHER

The board received a report from Kelly Webb on trademarking, including final designs of the PACE logo.

Dr. Smith offered to update Donna Liewer on several issues involving managed care in Texas.

V. NEW BUSINESS - none

M/S O'Connor/Davis to adjourn the meeting until the next telephone conference call in September. *Passed, no opposition*

The meeting was adjourned at 8:36 PM MDT.


Donna M. Liewer
Recording secretary