



MEETING

FCLB Board of Directors

Tuesday, September 11, 2012

Via Telephone Conference Call

APPROVED MINUTES

PRESENT:

OFFICERS:

Lawrence O'Connor, D.C., President
LeRoy Otto, D.C., Vice President
Farrel Grossman, D.C., Treasurer
Daniel Saint-Germain, D.C., Immediate Past President (unable to attend)

EXECUTIVE BOARD OF DIRECTORS:

Donn Fahrendorf, D.C., District I Director
Gary Pennebaker, D.C., Board Chair & District II Director
Ali Jafari, D.C., District III Director
Maggie Colucci, D.C., District IV Director
Michael Coon, D.C., District V Director

ADMINISTRATIVE FELLOW DIRECTOR:

Larry Spicer, D.C., Administrative Fellow Director

ALTERNATE DIRECTORS:

William Rademacher, D.C., District II Alternate Director
Kirk Shilts, D.C., District III Alternate Director
Gary Counselman, D.C., District IV Alternate Director

STAFF:

Donna M. Liewer, Executive Director
Joan Carl, Finance & Benefits Manager

MEETING DETAILS

I. Call to Order, Roll Call, Announcements

Dr. Pennebaker called the meeting to order September 11, 2012 at 6:37 p.m., MDT. Ms. Liewer noted board members, alternates, and staff present as listed.

The board welcomed alternate directors Drs. Rademacher (IL), Shilts (MA), and Counselman (KS) to the meeting.

A moment of silence was held in recognition of the prominence of the September 11th date in our country's history, and honoring the many heroes of that event including those in the chiropractic family.

Dr. Grossman expressed thanks to Joan for her work on the FCLB Form 990. The form has been distributed to the board via e-mail. There were no questions.

II. Board Meeting Agenda

M/S Jafari / Grossman to approve the board of directors meeting agenda for September 11, 2012, as presented and modify as needed to accommodate guests. Passed, no opposition

III. Minutes

Dr. Pennebaker noted the minutes for the July 10, 2012, meeting were approved previously via e-ballot and have been posted on the FCLB public website.

IV. FCLB Master Calendar

Dr. Pennebaker reminded the board the master calendar is available on-line at the BOD private section of the website.

LEGAL ISSUES

V. Legal Issues

There were no legal issues to report.

GOVERNANCE

1. Financial Report

1.1 Budgetary Issues

Dr. Grossman reviewed the status report, restricted funds, and income and expense report as provided to the board. He reported that the FCLB's Form 990 would be filed as distributed to the BOD earlier unless there were proposed changes by the board. There were no questions or modifications to the finance report or the Form 990.

1.2 Approval of Auditor Year End 2012

M/S O'Connor / Spicer to authorize the 2012 year end audit and preparation of the IRS 2012 form 990 to be performed by Anton Collins Mitchell, LLP, at a cost of \$6,550. Passed, no opposition

2. Committees

2.1 CBAC

Dr. Spicer referred members to the report in their materials.

2.2 Model Practice Act

Dr. Kirk Shilts (chair) & Ms. Liewer reported the section on regulating chiropractic clinical assistants is complete and is being reviewed by legal counsel. Counsel will have a current version in time for distribution at the fall regional meetings to secure comments from attendees. Dr. O'Connor commended Dr. Shilts and the committee for their tireless efforts on this project.

FCLB PROGRAMS & SERVICES

3. Annual Conference 2013

3.1 San Francisco, CA, April 29 - May 5

The board noted the information sent by the Hyatt Hotel regarding labor disputes. There were no comments.

4. District Meetings

4.1 Registration Updates

Ms. Liewer reported that current attendee registration lists were sent to directors by e-mail today.

4.2 Agenda Topics

Ms. Liewer reminded the directors they will receive a “special agenda” to aid in moderating the meeting.

4.3 San Francisco Gala & Auction Presentation at District Meetings

Dr. Colucci will present the program at the District I & IV meeting and will travel at her own expense to present about the Gala and Auction at the District III & V meeting.

Dr. Colucci discussed the venue and reported that promotional material has gone out via e-mail and postcards. Dr. Grossman distributed promotional material at the recent Summit meeting. The board reviewed the draft PowerPoint - no changes were identified.

This one-time event is to offset expenses associated with launching the CCCA program.

4.4 Car Rental

M/S Fahrendorf / Grossman to approve Dr. Otto’s request for a rental car for the District II meeting. Passed, no opposition

4.5 District “Highlights” Newsletter

Dr. Pennebaker reminded the board to advise Kelly Webb of any specific information wanted in their “Highlights Newsletter” to be sent following the district meetings.

5. PACE

5.1 PACE Acceptance

Ms. Liewer reported Canham Chiropractic was approved today as a PACE provider. The board also reviewed the status of various regulatory boards and how their laws would need to be updated to accept PACE. They agreed to discuss PACE acceptance with boards at the district meetings.

5.2 PACE Committee Appointments

M/S Otto / Coon to approve the Presidential appointment of Dr. Karen Mathiak (GA) for the PACE Committee. Passed, no opposition

5.3 PACE Course Review Rubric Committee Meeting

Dr. Colucci report the meeting was very productive. Those in attendance were Ms. Michelle Yungblut (Parker); Dr. Laurel Cowie (NS); Dr. Jerry Grod (ON); Dr. Robert Kuhn (Logan); Dr. LeRoy Otto; Dr. Maggie Colucci, Ms. Donna Liewer, and Ms. Kelly Webb.

6. NPDB Education Forum

Ms. Bridget Seader will attend the NPDB Education Forum in Denver on October 10-11, 2012.

7. Certified Chiropractic Clinical Assistants

M/S Spicer / Grossman To require re-examination for certificants who fail to maintain their CCCA certification after a lapse of more than two years.

After further consideration, the following motion was made:

M/S Spicer / Grossman to amend the original motion to add “Late registrants shall be responsible for all CE hours for the time period involved and shall pay \$50 to re-establish their registration.”
Passed, no opposition

The board was referred to their materials for a review of the CCCA application.

Regulatory Issues

8. Accreditation

There were no issues to report.

9. Member Boards: Specific Issues: Concierge Medicine (MT)

Dr. Fahrendorf requested guidance on the topic of “contracts for service.” Dr. Spicer will send the Minnesota language to Dr. Fahrendorf. Dr. O’Connor suggested all boards that address this issue bring the language to the District meetings. The board agreed this would be a good topic for the Conference 2013 agenda.

10. ICRF - International Chiropractic Regulatory Forum

The ICRF meeting will be held in Perth, Western Australia. Dr. O’Connor and Ms. Liewer will be in attendance. The board reviewed the proposed agenda.

11. Examinations

11.1 NBCE Exams (US)

There was discussion about the decline in enrollment for chiropractic schools.

11.2 CCEB Exams (Canada)

NBCE will converse with CCEB clarifying how NBCE exams function.

11.3 IBCE (International)

IBCE is sending all 10 members to Perth. They are optimistic about the growing interest in international testing.

12. CCGPP

M/S Otto / Fahrendorf to approve travel for the president and treasurer to attend the Atlanta COCSA meeting, November 8-11, 2012, and any other concurrent meetings. Passed, no opposition

The board noted that Dr. Al Stabile’s (NJ) travel is included in the 2012 budget as FCLB’s representative to CCGPP. The CCGPP meeting is being held in conjunction with the COCSA meeting.

13. Recent Meetings

13.1 FARB

Dr. Pennebaker noted that Ms. Liewer's report was included in the board materials.

13.2 CCE-USA Stakeholder Meeting & Semi-Annual Business Meeting

A report for this meeting was distributed by Ms. Liewer earlier.

13.3 Summit 17 - with FCA

Dr. Pennebaker noted that Dr. Grossman's report was included in the board materials. Dr. Grossman expressed his appreciation to the board for the opportunity to represent the FCLB in an advisory capacity at the Summit meetings.

Stakeholder Interaction

14. Upcoming Meetings

Dr. Pennebaker referred board members to the list of meetings which are also posted on FCLB's master calendar.

New Business

There was no new business.

Final Announcements

Dr. Shilts described his upcoming personal presentation to the Massachusetts State Office of Health & Human Services.

Adjourn

M/S O'Connor / Coon to adjourn at 7:54 p.m. Passed, no opposition


Donna M. Liewer
Recording Secretary

With appreciation to Joan Carl for assistance with the minutes.

Next FCLB Board Meeting:
November 13, 2012
6:30 p.m. MST - Via Teleconference