1. **Call to Order**
   Dr. Maggie Colucci (NV) called the Annual Meeting of the Delegate Assembly of the Federation of Chiropractic Licensing Boards to order at 11:30 a.m. CST. She announced she would serve as chair, Dr. Jon Schwartzbauer would serve as recording secretary and Mr. Dale Atkinson would serve as legal counsel and parliamentarian. The Federation’s Board of Directors were introduced.

2. **Credentials Committee Report - Dr. Greg Palkowski (OH), Chair**
   Dr. Palkowski reported that the committee which included himself, Dr. Patricia Schumacher (WI), and Dr. Glenn Taylor (OR) reviewed the credentials of the delegates and found that those delegates and alternates were properly registered should be seated.

   Hearing no objections, the chair declared the delegates and alternates seated.

3. **Roll Call**
   Dr. Jon Schwartzbauer called the roll. Based on 37 as the number of properly registered delegates present, the chair declared 19 as the number of votes which constituted a simple majority, and 25 as the number for a 2/3 majority vote.

   [A list of the registered delegates present is attached.]

4. **Business Meeting Rules and Protocol**
   Delegates were referred to the proposed business meeting rules and protocol as recommended by the board of directors. The intention is to conduct business in the time available and provide a clear and accurate record. Hearing no objections or amendments, the chair declared the Business Rules and Protocol adopted as presented.

5. **Business Meeting Agenda**
   Delegates were referred to the proposed agenda as recommended by the board of directors. The intent is to conduct business in a timely manner and have a clear and accurate record of the proceedings. Hearing no objections or amendments, the chair declared the agenda adopted as presented.

6. **Dedication to Service - presented by Dr. Cathy Riekeman**
7. **Minutes - 91st Annual Congress, Orlando, FL**
   The chair announced that the minutes for the 2017 Annual Meeting were approved by the minutes committee which was chaired by Dr. Greg Palkowski (OH), and included Dr. Lisa Kouzes (OR) and Ms. Lisa Blanchard (ND). The minutes committee for 2018 will be chaired by Dr. Cathy Riekeman (NM), and include Dr. Janis Noseworthy (NS) and Ms. Marcia Walter (SD).

8. **Introduction of Honored Attendees**
   The chair then recognized special guests, including FCLB past presidents, and board members; NBCE Board of Directors, the NBCE executive vice president and staff; representatives from the Federation of Canadian Chiropractic, the Chiropractic Summit and CCE-US, ACA, ICA, and ICRS; our college leaders and our 2018 supporters of the 92nd Annual FCLB Congress. NBCE was thanked for their shared conference expenses support and ongoing support of chiropractic regulation.

9. **Finance Report - Dr. Carol Winkler (ND), Finance Committee Chair**
   Dr. Winkler, FCLB Treasurer, thanked Dr. Cathy Riekeman (NM) and Ms. Beth Kidd (OK) for serving on the Finance and Audit Committee. She also thanked Ms. Vicki Young, the Finance and Benefits Manager, and Dr. Jon Schwartzbauer, FCLB Executive Director, for their dedication to the Federation finances and accountability, stewardship and financial responsibility.

   The committee met on May 2, 2018 and reviewed the 2017 financial report and also the membership dues abatement. The committee also reviewed the audit, as prepared by the certified public accountant firm of Anderson Whitney for the year ended December 31, 2017 as well as other financial reports, financial policies, and the budget for 2018.

   Dr. Winkler referred members to the annual report section of the attendee materials for a summary of the 2017 figures and the 2018 budget, and presented the highlights of 2017 and projections for 2018.

   There were no questions.

10. **Introduction of Standing Committees and Special Committees or Task Forces**
    The chair recognized the chairs of the FCLB standing committees and special committees and task forces for their contributions to the Federation.

11. **Other organizations to which FCLB has voting representation**
    The chair thanked everyone who represents the FCLB to the National Board of Chiropractic Examiners (NBCE), the Federation of Associations of Regulatory Boards (FARB) and the Chiropractic Summit.

12. **Business Reports**
    A. **President’s Report**
       Dr. Colucci thanked the FCLB Board and staff, and thanked the membership, stating it has been an honor for her to serve as FCLB’s president. We have come a long way in 92 years and each generation has stood on the shoulders of those before. She is hopeful to leave a smoother course to those who follow us.

       She reported that FCLB programs have evolved and flourished to improve chiropractic regulation, working together:

       CIN-BAD has been serving the profession for 25 years and is considered FCLB’s crown jewel, a resource to member boards and the regulatory culture;
PACE was an idea born 24 years ago, a central CE approving clearinghouse. In 2011, 24 states and five providers participated. Today there are 35 states and 52 providers. It makes sense to work together when regulatory budgets are spread thin. She urged the membership to take advantage of learning more about PACE; and Chiropractic Passport, packaging credentials for doctors who want to travel to athletic events and emergency situations.

Dr. Colucci stated members provide policy and protection to meet their needs. Regulation chose you, and you said yes to serve the chiropractic profession in a unique way. You came here to learn and share as a regulator. She urged everyone to go home and put those good ideas to work, shining a light into the darkness and making a difference.

B. Executive Director’s Report
Dr. Jon Schwartzbauer thanked Dr. Colucci. He feels, as Executive Director of FCLB, if he’s doing his job appropriately you won’t be hearing about him but rather the people around him – our Board of Directors are elevated, and leading us; the staff is leading us; committee members and volunteers are leading us. He feels blessed to have a dedicated, committed board of directors, serving as they have throughout our history.

Dr. Schwartzbauer recognized his staff individually and thanked the member boards and their delegates. He acknowledged Dr. Vanterpool for her work as chair of the sponsorship committee. He also recognized the board administrators, stating they are the glue that holds the boards together. He also recognized Honorary Fellows and thanked them for their dedication.

Dr. Schwartzbauer reported that we have a new software system that we are transitioning into. Kelly is revamping all PACE Course searches with a new, very professional search engine. CIN-BAD’s Action Notification System, real time notification for individuals who have board actions taken against them, is on the horizon. There is momentum with our CBLAC group. Lastly, the CCCA committee, chaired by Dr. Carol Winkler, will be preparing to look at a CCCA audit. We are at the five-year mark, indicating it’s time to look at how we as an organization are meeting our standards, policies and procedures.

He ended with reminding members to mark their calendars, notify your board administrators and state offices and submit request for funding to attend our upcoming district meetings: Districts I & IV in Palm Springs, CA; District II in Fort Walton Beach; Districts III & V in Palm Beach, FL. He added that it is never too early to submit your funding requests for the 2019 conference in Mission Bay, CA.

C. Legal Report
Mr. Atkinson reported there was nothing to report at this time.

13. Resolutions and Bylaws Committee Report - Dr. Kevin Fogarty (FL), Chair
Dr. Daniel Côté gave the report on behalf of Dr. Fogarty. He expressed appreciation to his fellow members of the committee, Dr. Kevin Fogarty, Chair (FL), Dr. Ben Lurie (NV), Dr. Brian McIntyre (MO), Dr. Amy Pezo (MT). The committee met Friday, May 4, 2018 at 4:00 p.m. and he reported that the committee reviewed one bylaws amendment regarding the Investment Committee.
A. Vote on proposed Bylaws Amendments

The Resolutions and Bylaws Committee voted to accept the bylaws amendment to add the Investment Committee, Article 9, Section 4. The Investment Committee shall provide the board of directors detailed information about assets and allocations, future investment strategies and any other matters of interest to the board of directors involving this matter.

The committee moves to adopt this amendment as presented. No second is necessary and there was no discussion. Motion passes with 2/3 vote.

14. Nominating Committee Report - Dr. Farrel Grossman (SC), Chair

Dr. Grossman reported committee members as elected by the membership in 2017 included: Ms. Cass McLeod-Skinner (OR); Dr. Patty Schumacher (WI); Dr. Lisa Lanzara-Bazzani (NH); Dr. Steven Gould (KS); Dr. Bruce Hilton (NC). As FCLB Immediate Past President, Dr. Grossman served as chair.

A. FCLB Administrative Fellow Director

Dr. Grossman noted it was the committee’s task to review candidates for 2018-2021 term. The Nominating Committee unanimously nominates Ms. Patricia Oliver for a three-year term as Administrative Fellow Director for the 2018-2021 term. There were no other nominations from the floor.

Dr. Kirk Shilts (MA) made a motion to close nominations; Seconded by Dr. Paul Morin (ME). Motion passes unanimously.

Motion by acclamation by Dr. Margaret Freihaut (MO) to seat Ms. Patricia Oliver for a three-year term as Administrative Fellow Director for the 2018-2021 term. Seconded by Dr. Scott Salita (MN). Motion passed, no opposition.

B. Nominating Committee

Dr. Grossman noted it was the Nominating Committee’s task to review candidates for the 2018-2019 Nominating Committee and to recommend this slate to the delegate assembly. No candidates sent in their appropriate qualifying information to the FCLB executive offices by the March 6, 2018 deadline.

The chair reviewed the qualifications to serve and noted that the bylaws require at least one person from each district be nominated, with the immediate past president of the FCLB designated as committee chair. Elected members will serve for a one-year term commencing at the close of this year’s annual meeting. They must have attended two FCLB annual meetings and currently serving on a board or serving as an Administrative Fellow, and the candidate will not be eligible to be slated to serve on the board during their committee term. He called for nominations from the floor:

District I: Dr. Jason Young (OR) nominated Ms. Cass McLeod-Skinner (OR)
District II: Dr. Scott Salita (MN) nominated Dr. Patricia Schumacher (WI)
District III: Dr. George Khoury (PA) nominated Dr. Lisa Lanzara-Bazzani (NH)
District IV: Dr. Chris Waddell (OK) nominated Dr. Steven Gould (KS)
District V: Dr. Kevin Sharp (NC) nominated Dr. Bruce Hilton (NC)
Hearing no further nominations and with no objections from the membership, the chair declared the nominations for the 2018-2019 Nominating Committee closed and by acclamation, elected the slate of nominees to the committee.

Motion by acclamation by Dr. Aaron Chan (WA) to seat the slate of nominees to the committee for 2018-2019. Seconded by Dr. Richard Guarino (AZ). Motion passed, no opposition.

15. Announcement of District Election

The chair announced the Saturday, May 5, 2018, district election results:

A. District IV - Director and Alternate

District IV Director - Dr. Cynthia Tays (TX)
District IV Alternate Director - Dr. Karen Campion (TX)

B. District V - Director and Alternate

District V Director - Dr. Ned Martello (LA)
District V Alternate Director - Dr. Deb Hoffman (FL)

The chair announced they will be formally installed at the close of the meeting.

16. New Business

Dr. Deb Hoffman (FL), on behalf of the Florida Chiropractic Association, extended an invitation to everyone to attend their national conference on August 16-19, 2018.

17. Installation Ceremony - Dr. Hank Hulteen (SC)

Dr. Colucci invited Dr. Hank Hulteen (SC) to do the honor of installing the 2018-2019 Board of Directors to their duly elected offices.

18. Adjournment

With no further business, the 2018 Annual Meeting of the Delegate Assembly of the Federation of Chiropractic Licensing Boards was adjourned at 12:35 p.m. CST until May 4, 2018, in Mission Bay, CA.

Jon Schwartzbauer, D.C.
Executive Director / Recording Secretary

Attached: List of Delegates present at roll call
### Canadian Boards
- Nova Scotia: Janis Noseworthy, D.C.
- Quebec: David Hayes, D.C.

### US Boards
- Alabama: Allan Lowman, D.C.
- Alaska: Brian Larson, D.C.
- Arizona: Richard Guarino, D.C.
- Arkansas: Kent Moore, D.C.
- District of Columbia: Keita Vanterpool, D.C.
- Florida: Danita Heagy, D.C.
- Georgia: Robert Alpert, D.C.
- Illinois: Brian Zachariah, D.C.
- Kansas: Steven Gould, D.C.
- Louisiana: Jon Ziegler, D.C.
- Maine: Paul Morin, D.C.
- Maryland: Kindra Ingram, D.C.
- Massachusetts: Kirk Shilts, D.C.
- Minnesota: Scott Salita, D.C.
- Mississippi: Dorothy Pernell, D.C.
- Missouri: Margaret Freihaut, D.C.
- Montana: Amy Pezo, D.C.
- Nevada: Benjamin Lurie, D.C.
- New Hampshire: Lisa M. Lanzara-Bazzani, D.C.
- New Mexico: Cathy Riekeman, D.C.
- North Carolina: Kevin Sharp, D.C.
- North Dakota: Michael Remmick, D.C.
- Ohio: Gregory Palkowski, D.C.
- Oklahoma: Chris Waddell, D.C.
- Oregon: Glenn Taylor
- Pennsylvania: George Khoury, D.C.
- Rhode Island: Charles Donovan, D.C.
- South Carolina: Beth Ehlich, D.C.
- South Dakota: Marcia Walter
- Texas: Mark Bronson, D.C.
- Vermont: James McDaniel, D.C.
- Washington: Aaron Chan, D.C.
- West Virginia: Holly Harvey, D.C.
- Wisconsin: Patricia Schumacher, D.C.
- Wyoming: James Buchanan, D.C.