MEETING
FCLB Board of Directors
Tuesday, September 11, 2018
via Telephone Conference Call

MINUTES

NOTE: Minutes are not totally chronological, as discussion and motions related to a specific agenda item are consolidated under that topic.

PRESENT:

OFFICERS:
Margaret Colucci, D.C., President
Kirk Shilts, D.C., Vice President
Carol Winkler, D.C., Treasurer
Farrel Grossman, D.C., Immediate Past President

EXECUTIVE BOARD OF DIRECTORS:
James Buchanan, D.C., District I Director
Robert Daschner, D.C., District II Director
Keita Vanterpool, D.C., District III Director
Cynthia Tays, D.C., District IV Director & Board Chair

ADMINISTRATIVE FELLOW DIRECTOR:
Patricia Oliver, Administrative Fellow Director

ALTERNATE DIRECTORS:
Lisa Kouzes, D.C., District I Alternate Director
Brian McIntyre, D.C., District II Alternate Director
George Khoury, D.C., District III Alternate Director (joined the meeting at 4:25 p.m.)
Karen Campion, D.C., District IV Alternate Director (joined the meeting at 4:11 p.m.)
Deb Hoffman, D.C., District V Alternate Director (joined the meeting at 5:06 p.m.)

STAFF:
Dr. Jon Schwartzbauer, Executive Director
Bridget Seader, Program/CIN-BAD Administrator

MEETING DETAILS

I. Call to Order, Roll Call, Announcements, Integrity Check
Dr. Tays called the meeting to order at 4:01 p.m. Dr. Schwartzbauer noted Board members and staff present as listed.

Dr. Tays pointed out the new Go-To-Meeting format. She pointed out that if no time is allotted on the agenda, there will be no discussion on the topic. Dr. Schwartzbauer announced that agenda item 4.4 regarding the PACE Provider vote would be moved to the end of the agenda, stating Ms. Oliver serves on the PACE Appellate Commission and will be asked to recuse herself at the end of the meeting.

No integrity check items were reported.

II. Consent Agenda
A. Board Meeting Agendas
B. Standing Rules
   Dr. Tays reported that consent agenda and standing rules were adopted by consensus.

C. Board Policy Manual
   1. None to date

III. Legal Issues
   1. None to date

1. Financial Report
   1.1 Budgetary Issues as of 6/30/2018
      A. Status Report
      B. Profit & Loss Report
      C. Programs & Meetings Ledger
      D. Board of Directors Designated Funds

   1.2 Conference Finances
      A. Registration/Finances to date
      B. Conference Support
      Dr. Tays stated the financial report is in written form for your review

2. District Meetings
   2.1 2018 District Meeting Overview
      A. Registration Roster
      Dr. Schwartzbauer stated that the hurricane is causing somewhat of an issue for the
      District III & V meeting, with four cancellations currently and possibility for a few more.
      We are encouraging those people instead of cancelling to try and attend the District II
      meeting in Fort Walton Beach. We will also waive any cancellation fees.

      Dr. Schwartzbauer also commented there will be a new meeting format this year at the
      district meetings. Previously the District Director would give the FCLB update, however
      this year we looked at the FCLB officers/staff who would be attending the meeting and
      designated the most appropriate person to speak to the different programs and
      projects.

      Lastly, we will be providing the utilization chart packets again this year so district
      directors can connect with the state board’s key person to talk about areas/services
      their board(s) are not currently using.

   2.2 2019 Meeting Dates
      Dr. Schwartzbauer reminded the board that we are asking for three possible destinations for
      upcoming district meetings for planning purposes. Right now District I & IV are set for Coeur
      d’Alene in October of 2019. Districts II and Districts III & V have not yet decided on dates or
      locations for future meetings.
3. Mid Year Meeting

3.1 Mid-Year Meeting Dates: November 2-3, 2018 – Austin, TX to coincide with COCSA
Dr. Schwartzbauer said arrival date should be Thursday. COCSA is hosting a reception that evening at 5:30 with dinner at 6:30 and entertainment until 8:00. This is a great opportunity to network and highly recommended the board’s participation. He will register all the board members (and alternates present) to attend, but asked if anyone was NOT interested in participating to please email him. Also, Friday night is another reception from 5:00-6:30 with heavy hor d’oeuvres. Again, he will register for everyone to attend, but please email him if you are NOT interested in attending.

3.2 State Association Chart
Dr. Schwartzbauer reported that the District Directors have a letter to send out to their state associations as well as a contact list along with a PACE promotion and a CCCA promotion to start the conversation so when we get to the COCSA meeting and sit down with them they are already knowledgeable.

4. PACE

4.1 PACE Program Status
A. Boards - Georgia Update
Dr. Schwartzbauer commented that we have not yet heard back from Georgia but we hope to hear from them soon.

B. Colleges – NYCC and SCUHS
Dr. Daschner reported that NYCC and SUCUHS are now both considering PACE.

4.2 PACE Review Team Membership
Dr. Colucci has made some appointments/reappointments to the PACE Review Team Membership. They are:
Dr. Ron Cohn
Dr. Paul Jaskoviak
Dr. William Lauretti
Dr. Brian McIntyre

M / S Daschner / Grossman to approve the appointments of Drs. Cohn, Jaskoviak, Lauretti and McIntyre to serve on the PACE Review Team. Motion passed, no opposition.

4.3 Utilization Chart – Update
Dr. Tays referred the board to the written report in the meeting materials.

4.4 PACE Provider Vote
Dr. Shilts led the discussion on the application of AARM as a PACE provider. He suggested Dr. Daschner speak to the PACE Review Committee about the Board’s perspective concerning CE programs that cover scope-of-practice related matters.

M / S Vanterpool / Shilts to approve AARM as an approved PACE provider. Motion passed, no opposition.
5. FCLB Board of Directors

5.1 Regulatory Corner
Dr. Colucci requested board members to bring forth topics for conversation. She would like to be three to six months ahead of the curve, providing three articles per year. She also said she would like to bring in Dr. Tays and Dr. Shilts to draft an article on Specialty Councils.

5.2 Letter from Dr. Dennis Harper
Dr. Tays referred the board to the written report in the meeting materials.

5.3 Submit a Resolution “Temporary Licensure” - Reference PACE Resolution
Dr. Shilts reported his wish to submit a 2019 resolution on “Temporary Licensure” for delegate consideration. With no opposition from the board Dr. Shilts will move forward.

5.4 Position Statement on Recommended Regulatory Action Steps Relative to Opioid Epidemic / Re-draft FCLB Resolution
Dr. Shilts would like to write a resolution on opioids. He reported that the American Public Health Association (APHA), has recommendations that licensing boards can do a number of things to promote opioid awareness, and he has used the APHA as a model and would like to submit a similar resolution.

6. Personnel Issues

6.1 None to date

7. Membership Issues

7.1 None to date

8. FCLB Technology & Communications

8.1 Software System Update
Dr. Tays referred the board to the written report in their meeting materials.

9. Committees

9.1 CBAC Update
Dr. Tays referred the board to the written report in their meeting materials.

9.2 CCCA Update
Dr. Tays referred the board to the written report in their meeting materials.

9.3 Investment Committee
Dr. Grossman had nothing to add to his written report, stating we are right on task.

9.4 Introduce CE Attendance Verification Recommendations from the Blue Ribbon Group Meeting
Dr. Shilts reported that a letter has been sent to all participants at the meeting in Florida regarding the issue of drafting standards for online distance learning for PACE. He asked Dr. Schwartzbauer provide a copy of this first draft to all board members.

9.5 CBLAC - Request for Scholarship
This item was postponed until November.
10. **New Programs**

10.1 **Specialty Programs Framework**

A. **Letter to Specialty Boards stating FCLB’s interest in Promoting**

Dr. Shilts stated that there is a copy of a letter that will be sent out to all known specialty boards and certification programs asking for information regarding what our plan is. There is also a copy of the PowerPoint presentation, so we’ll wait until we hear back on what the direction of the various organizations are.

Dr. Shilts asked if any of our board members have specialty status within a field to contact him for possible task force positions in the future.

11. **Annual Conference**

11.1 **Annual Conference - 2021 proposals**

Dr. Schwartzbauer was tasked with researching three cities for the 2021 Annual Conference: New York, Nashville and Annapolis. New York and Nashville were out of our price range for that time of year, leaving Annapolis. Dr. Grossman shared that Orlando or Myrtle Beach may be a better choice.

Dr. Tays suggested Chattanooga. Dr. Colucci also suggested possibly Williamsburg, VA, or North Carolina (Charlotte or Raleigh/Durham) or Atlanta. Dr. Vanterpool also reminded the board to be cognizant of choosing locations where everyone can attend. Dr. Shilts felt this is a significant discussion and we should put some thought into this, and discuss further in November.

11.2 **Conference Evaluations**

Dr. Schwartzbauer referred the board to the written report in their meeting materials.

12. **Chiropractic Passport Program**

12.1 **Passport Committee**

Dr. Schwartzbauer recommended waiting to hear the suggestions and ideas from the Passport committee who had their first meeting last week.

12.2 **Insurance Quote**

Proposal was reviewed but deemed not applicable, no further discussion.

13. **CIN-BAD**

13.1 **CIN-BAD Program Update**

Ms. Seader added to her written report, saying we are still working with Impexium to make sure that everything is being integrated correctly.

14. **Accreditation**

14.1 **Nothing to report**

15. **Member Boards: Specific Issues**

15.1 **State Requested Power Polls**

15.2 **Membership Update: Membership dues status for 2018**

Dr. Tays referred the board to the written reports in their meeting materials.
16. Examinations
   16.1 NBCE Exams (US)
   16.2 IBCE (International)
       Dr. Grossman added to his report that computerized board exams will be available online after the first of the year, and not many changes with IBCE.

17. Other Regulatory Bodies
   17.1 FCC
       Nothing to Report
   17.2 ICRS
       A. **Offer FCLB assistance with ICRS bylaws**
       B. **Send letter to ICRS to continue dialogue before membership decision is made**
          Dr. Shilts reported the FCLB is not currently participating with the ICRS. We have offered to provide assistance to the ICRS to improve their bylaws. He has received a copy of those bylaws and has provided them with a sample of changed language to their bylaws for their consideration to expedite our participation. Currently their bylaws state they must have a majority to pass any submitted resolution on any aspect of chiropractic regulation/scope-of-practice. He is suggesting that the bylaws be rewritten to say there must be 100% agreement from every ICRS member to pass.

       Dr. Tays asked Dr. Shilts to present those bylaws at the November meeting.

18. Requests from Other Organizations
   18.1 Spine IQ.org
       Dr. Schwartzbauer stated that Spine IQ is asking to use CIN-BAD to vet D.C.’s who go through their program. They currently do not have funds to subscribe and are requesting a waiver of the fees. This topic was tabled until our November meeting.

19. Professional Associations
   19.1 None to date

20. Recent Meetings
   20.1 The Wave - Life West: August 10-12, 2018 (Oakland, CA)
   20.2 FARB Leadership Conference: July 27-29, 2018 (Rosemont, IL)
   20.3 FCA Convention: August 16-19, 2018 (Orlando, FL)
       Dr. Tays referred the board to the written reports in their meeting materials.

   20.4 Summit Meeting
       Dr. Shilts reported that the Summit is looking for a project to promote for the profession. They have chosen the Medicare Audit controversy and proper record-keeping.

21. Upcoming Meetings
   21.1 None to date

22. Public Forum
   22.1 None to date
23. **New Business**

Dr. Colucci announced that she has connected with Dr. Dan Murphy and invited him to be a speaker at our Mission Bay conference. Dr. Murphy has given a verbal commitment to speak on a regulatory topic in 2019.

**ADJOURN**

**M / S Grossman / Martello to adjourn the meeting.** *Motion carried, no opposition.*

The meeting was adjourned at 5:19 p.m.

Jon Schwartzbauer, DC
Executive Director

*With appreciation to Bridget Seader for assistance with the Minutes*