PRESENT:

OFFICERS:
Oliver “Bud” Smith, Jr., D.C., President
Daniel Saint-Germain, D.C., Vice President - unable to attend
N. Edwin Weathersby, D.C., Immediate Past President
Lawrence O’Connor, D.C., Treasurer

EXECUTIVE BOARD OF DIRECTORS:
Ron Tripp, D.C., Executive Board Chair & District IV Director
Carol Davis, D.C., District I Director
Gary Pennebaker, D.C. District II Director
Ali Jafari, D.C., District III Director
Farrel Grossman, D.C., District V Director
Joe Baker, Jr., Executive Fellow Director
Denise Natale, D.C., Alternate Director, District III
Lawrence Davis, D.C., Alternate Director, District IV

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

I. CALL TO ORDER / ROLL CALL / ANNOUNCEMENTS

Dr. Tripp called the meeting to order at 6:34 p.m. Donna Liewer noted board members and staff present as listed. Drs. Weathersby and Lawrence Davis joined the meeting shortly after official roll call.

Dr. Tripp reminded members of the necessary protocols to ensure an effective telephone meeting and requested that discussions remain relative to the topic under review.

II. CONSENT AGENDA

M/S Baker / Jafari to approve the consent agenda. Passed, no opposition

CONSENT AGENDA MOTIONS:

1. To approve the FCLB Board of Directors meeting agenda as printed.

   To vary from the agenda at the discretion of the chair and president, with latitude afforded the recording secretary in presenting final minutes that are coherent.

2. To approve the minutes of the April 29-30, 2008, board meeting and the May 3, 2008, board meeting as printed.
III. REGULAR BOARD BUSINESS

3. General Finance Report

A. General Financial Reports
Dr. O’Connor referred members to the treasurer’s Finance Report as printed in the board materials, including the current financial status, reserve funds, and income and expense reports. There were no questions.

B. Conference Reports
Donna Liewer reported FCLB is continuing to work with the Marriott hotel to reconcile the invoice. A detailed conference financial report will be available after FCLB receives the final numbers from the hotel.

Dr. Smith noted there are ongoing discussions with NBCE regarding a framework for annual conference support.

The board reviewed the draft support solicitation letter. The decision of who will serve as conference support committee chair was postponed.

C. NBCE Capital Expense Grant Report
Approximately $3,000 remains in this grant.

4. A. Non-profit Status Update
Dr. O’Connor reported the Restatement of Articles of Incorporation was filed with the Wyoming Secretary of State and accepted July 8, 2008. This will enable the FCLB to petition the IRS for an upgrade in our non-profit status to 501 (c) 3, which would qualify the FCLB to apply for other project grants.

B. Update on NBCE Agreement

M/S Grossman / Davis to go into executive session (6:54 p.m.)
Passed, no opposition

M/S O’Connor / Jafari to come out of executive session (7:04 p.m.)
Passed, no opposition

The chair noted that no actions were taken in executive session.

C. Wayne C. Wolfson Student Leadership Scholarship Fund
By consensus it was decided to leave the fund intact at this time. Directors noted Dr. Wolfson’s generous additional contribution to the fund which was received in Atlanta.

The board discussed methods to fund the scholarship in the future, and ways to publicize the scholarship to the colleges. It was decided to continue this discussion at the January mid-year board meeting and have something ready to be announced at the 2010 conference in Hollywood.

5. Board of Directors

A. Review of Travel Policies / Board of Director Vouchers
Dr. O’Connor reviewed the board’s current travel and expense reimbursement policies.
B. **Review of Board Policy: FCLB does not endorse commercial products or services**
Dr. Smith described the policy and noted that the request for endorsement has been withdrawn.

C. **Board Policy on Hotel Incentive Points**
Donna Liewer explained the history and the pros and cons of FCLB receiving the points versus the directors receiving the points.

**M/S O’Connor / Grossman**

To revise the board policy regarding hotel points so that directors may make their own reservations, pay for rooms, and accumulate any hotel incentive points personally - with the understanding that hotel expenses incurred on behalf of the FCLB are reimbursable after the fact. *Passed, no opposition*

Dr. O’Connor reminded the board that it is necessary for everyone to report their travel time frame to the Greeley staff, even when making their own reservations.

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6. **Regional Meetings**

A. **Fall 2008 District Meetings - Overview, preplanned activities**
Donna Liewer discussed that preplanned activities require earlier notice and preparation. An informal no-host Friday dinner is still possible for all meetings. Drs. C. Davis and Tripp will speak with Julie Finn concerning the District I & IV meeting.

B. **District Meeting Discussion Topics**
Mr. Baker requested that the role of the consumer / public member of the board be discussed. There was consensus approval of the discussion topics as presented.

C. **District Meeting Travel Authorization**
Dr. Smith would like to attend the I & IV meeting and the III & V meeting. He has attended the District II meeting the last two years. He requested that Dr. Saint-Germain consider attending the District II meeting.

Mr. Baker reported he has a prior commitment on the revised dates of the District III & V meeting and would like approval to attend the District I & IV meeting. The Florida board normally picks up his travel to the Florida district meeting but would not if he attends the meeting of another district.

Donna Liewer reported the FCLB has been fortunate that Mr. Baker and Dr. Tripp have had their travel paid for by their board in the past. An organizational goal for FCLB would be to develop sufficient budgetary depth so as not have to rely on the member boards to cover some director travel.

**M/S Jafari / O’Connor**

To authorize travel for the fall 2008 regional meetings at the discretion of the president. *Passed, no opposition*

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7. **FCLB 82nd Annual Conference: Atlanta**

A. **Dr. Flynn's Janse Lecture challenge regarding definition of subluxation**
Dr. O’Connor researched this issue as requested by the president. There was discussion and consensus that it is FCLB's job to disseminate information. If asked for a definition of subluxation by regulatory agencies, the Federation can disseminate information, including
the definition offered by the ACC in its 1996 Paradigm. This will be discussed at the District meetings.

B. Conference followup
The directors reviewed the post-conference task checklist. Dr. Tripp extended the board’s appreciation to the staff for putting together another outstanding conference and encouraged board members to read the evaluations in the board packet.

8. PACE Update
Dr. Carol Davis noted that Idaho is the 23rd board to accept PACE.

Dr. Smith discussed the need to schedule a face-to-face meeting for the PACE committee and review team. Donna Liewer noted that fall dates were surveyed and none worked for the key leaders and attendees. FCLB will continue to investigate the possibility of a November or February meeting.

9. Chiropractic Assistants
Dr. Smith reported that ACC had been asked to design a model curriculum outline to train chiropractic assistants. He and Donna Liewer met with David O’Bryon by phone July 8, 2008, to discuss the status of the work of the postgraduate deans. There are at least eight US boards that have some level of training required for chiropractic assistants, particularly if they assist in the application of therapy modalities. This will be discussed at the district meetings.

10. FCLB Committees

A. Model Practice Act
Dr. Tripp reported the Model Practice Act has been forwarded to Dale Atkinson for review.

B. Uniform Evaluative Procedures
Dr. Lawrence Davis noted the committee name was changed to provide boards with a standard process to evaluate products and techniques in order to provide greater uniformity in the assessment process.

C. Fraud Prevention and Identification
Dr. Natale reported the committee is reviewing information on traction / decompression which was received from Drs. Edwards and Vaughn. The committee has also agreed to “beta test” the Uniform Evaluative Procedures instrument on several common techniques and equipment to provide the FCLB board with some confidential feedback about the assessment tool. The board reiterated its position that the Federation does not endorse or evaluate specific techniques or equipment.

D. Bylaws Revisions
Proposed revisions will be reviewed in concept at the district meetings. The board expressed appreciation to Drs. Kirk Shilts (MA) and Paul Morin (ME) for their in-depth analysis and work on improving this governance document.
11. Meetings and Travel

A. BOD Electronic Calendar Format
   Kelly Webb and the staff were complimented on creating the password protected on-line work area for the board. The calendar feature was highlighted as particularly useful and easy for board members as well as staff to update and print.

B. Mid-Year Board Meeting Details
   Dr. Smith announced the meeting would be Jan 28 - Feb 1, 2009 and would be held in Greeley to save travel dollars.

   The board discussed having a board or team development seminar on Thursday, prior to the Friday board meeting, as was done in 2008. It was the consensus to have the staff investigate possible speakers and report at the September board meeting.

C. ACA Summit III in Orlando

M/S Weathersby / O'Connor to authorize the president or his designee to participate in the August 21, 2008 Summit III in conjunction with the Florida Chiropractic Association in Orlando, Florida. Passed, no opposition

12. FCLB Services

A. WFC endorses worldwide participation in CIN-BAD
   The WFC has passed a resolution inviting FCLB to be part of a joint task force to encourage the worldwide chiropractic community to report to and use CIN-BAD, and to develop a reference database of the status of chiropractic regulation worldwide. The board observed the next step will be to respond to the formal invitation when extended.

   Dr. Saint-Germain has expressed his interest in representing FCLB on this task force.

   Dr. Weathersby was thanked for bringing CIN-BAD to the attention of the international community at the spring 2008 WFC meeting in Portugal.

B. DOTNETNUKE changes to FCLB Website
   Donna Liewer reported on the status of moving the FCLB website to the DOTNETNUKE framework.

   Mr. Baker commented on the terrific improvement of having the on-line PowerPoll format over the old fax and e-mail design. This plug-in survey module, compatible with DOTNETNUKE, was purchased for less than $50.

   The Official Directory is the next major section to be redesigned under the new framework. Kelly Webb and Bridget Seader were commended for their efforts to date on this project, which will make information easy to update by staff and faster to view and print by the public.

   The PACE component and the regional meetings are also nearing completion to be posted under the new programming framework.
13. **Update on current issues facing our member boards**
Donna Liewer referred the board to the issues currently affecting member boards:

A. Puerto Rico - developing an assessment tool for jurisprudence  
B. Minnesota - implementing “animal chiropractor” registration  
C. Washington state - seeking comments on new draft regulations for recordkeeping  
D. Colorado - under Sunset review  
E. Alabama - studying reciprocity vs. endorsement and how this affects licensure of experienced practitioners

14. **Reports - Other organizations where FCLB has representation or involvement**

A. **NBCE**
Drs. Smith and Weathersby discussed the NBCE exam improvements which are underway, including reformatting Part III and restructuring Part IV. Eligibility policy changes are scheduled for spring 2009 for Part IV applicants, to better coincide with their graduation schedules. A meeting may be held in September in Brussels for the international programs.

B. **ACBA**
Mr. Baker expressed appreciation to Kelly Webb for designing and maintaining the ACBA forum hosted on the FCLB website. Beth Carter (OK) is ACBA president, and a midterm vacancy in the position of vice president will likely be filled by appointment.

The ACBA is developing a newsletter and Mr. Baker will write an article about serving in the executive fellow position on the FCLB board.

C. **FARB Board Meeting / Attorney Certification Course in Colorado**

M/S Smith / Baker **to authorize travel for Donna Liewer to attend the FARB board of directors meeting and attorney certification course in Colorado Springs, CO, scheduled for October 2-5, 2008.**  
*Passed, no opposition*

IV. **NEW BUSINESS**

There was no new business to bring before the board.

V. **ADJOURN**

By consensus, the meeting was adjourned at 8:19 p.m.

**Next scheduled meetings:**

Executive Committee:  Tuesday, September 2, 2008 (if needed)  
Full Board:  Tuesday, September 9, 2008

[Signature]
Donna M. Liewer  
Recording Secretary