

**STATE OF ALASKA  
DEPARTMENT OF COMMERCE, COMMUNITY AND  
ECONOMIC DEVELOPMENT  
DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING**

**ALASKA STATE BOARD  
OF CHIROPRACTIC EXAMINERS**

**MINUTES OF MEETING  
January 27-28, 2012**

By authority of AS 08.01.070(2) and in compliance with the provisions of AS 44.62, Article 6, a scheduled meeting of the Alaska State Board of Chiropractic Examiners was held January 27-28, 2012 in Anchorage, Alaska.

**Friday, January 27, 2012**

**Call to Order/Roll Call**

The meeting was called to order by Dr. Heston, President at 9:00 a.m. Those present, constituting a quorum of the Board were:

James Heston, DC, President – Homer  
Daniel Holt, DC, Vice-President – Juneau  
Walter Campbell, DC, Secretary – Palmer  
Verdie Bowen, Public Member – Wasilla

In attendance from the Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing:

KC Odell, Licensing Examiner- Juneau  
Gary Keiser, Investigator- Anchorage

**Agenda Item 1 – Review Agenda**

The Board reviewed the tentative meeting agenda and made the following changes:

- Add the amendment of 12 AAC 16.990 to agenda item #14 “Proposed Regulatory Changes.”
- Add the application review of Dr. Dwight Shaneyfelt to agenda item #13 “Public Comment.”

**Upon a motion duly made by Dr. Campbell, seconded by Mr. Bowen, and approved unanimously, it was:**

**RESOLVED to approve the agenda, as amended.**

## Agenda Item 2 – Review Meeting Minutes

The Board reviewed the minutes of the October 21-22, 2011, and made no changes.

**Upon a motion duly made by Mr. Bowen, seconded by Dr. Campbell, and approved unanimously, it was:**

**RESOLVED to approve the minutes of the October 21-22, 2011, as written.**

## Agenda Item 3 – Board Business

### Ethics Reporting

There were no ethics conflicts to report

### Ratification of New Licensees

The Board reviewed the list of new licenses for ratification, including:

- Ben O'Dell #536
- Jessica Spindel #537
- Joshua Costello #538
- Nicholas Singleton #539
- Benjamin Whitten #540
- Shawn Gehlsen #541
- Judd Wattenbarger #542
- Melinda Thomas #543
- Wayne Cissell #544
- Garrett Christensen #545
- David Martin #546

### Review Goals and Objectives

The Board reviewed their goals and objectives for Fiscal Year 2012:

#### **Goal 1. Carry out assigned duties of the board:**

- Objective 1:* Conduct a minimum of three board meetings a year and to rotate the location of the meetings between different regions of the state.
- Objective 2:* Continue licensing chiropractic physicians and processing applications in a timely manner.
- Objective 3:* Review investigative reports, monitor disciplinary actions, and provide professional direction to Division investigative staff regarding disciplinary actions, probation matters, criminal history record information, and chiropractic practice.
- Objective 4:* Utilize the National Board of Chiropractic Examiners (NBCE) Special Purposes Examination for Chiropractic (SPEC) and Ethics & Boundaries Examination (E&B) in memorandum of agreements.
- Objective 4:* Monitor and appoint members to the Peer Review Committee.
- Objective 5:* Continue to review and process requests for continuing education credit approval in a timely manner.

- Objective 6:* Continue to administer the Jurisprudence exam concurrent with board meetings, and to include candidate interviews as part of the examination.
- Objective 7:* Make Board determinations and Position Statements, as appropriate, regarding issues affecting the safety of the public.

**Goal 2. Provide information regarding board activities to the profession and the public.**

- Objective 1:* Inform all licensees of any pending regulation changes in the customary manner.
- Objective 2:* Provide a public comment period at each meeting.
- Objective 3:* Address concerns presented by licensees and the public at each meeting.
- Objective 4:* Provide copies of agendas and/or minutes of the meetings to all who request them.
- Objective 5:* Continue to work with other licensing boards, at both the district and national level.
- Objective 6:* Continue to address the reporting requirements for domestic violence and sexual assault.
- Objective 7:* Support efforts to educate the public regarding the benefit of chiropractic care as a health care form.
- Objective 8:* Raise awareness regarding public health, emergency training, hazardous materials, and OSHA requirements.
- Objective 9:* Ensure current information is available on the Board website through regular updates by staff and regular monitoring by Board members.

**Goal 3. Continue affiliation with the Alaska Chiropractic Society (ACS) to work cooperatively in the best interest of the profession and the public.**

- Objective 1:* Encourage regular Alaska Chiropractic Society (ACS) participation at Board meetings.
- Objective 2:* Support Alaska Chiropractic Society (ACS) efforts to provide information to the profession and the public.
- Objective 3:* Support Alaska Chiropractic Society (ACS) efforts in pursuing statutory changes relevant to the profession and public safety.

**Goal 4. Pursue statutory authority consistent with the practice of chiropractic to ensure the health and safety of the public.**

- Objective 1:* Support the Alaska Chiropractic Society (ACS) in pursuing statutory authority for regulation of Independent Medical Examinations (IMEs).
- Objective 2:* Support the Alaska Chiropractic Society (ACS) in pursuing an increased fine for unlicensed practice under AS 08.20.200.
- Objective 3:* Support the Alaska Chiropractic Society (ACS) regarding the subject of physical exams for school, sports activities, pre-employment, workplace fitness, impairment rating evaluations, FAA and DOT specialties, etc.
- Objective 4:* Support the Alaska Chiropractic Society (ACS) in amending Alaska Statute 08.20.160 by removing "apparently" from verbiage.
- Objective 5:* Support the Alaska Chiropractic Society (ACS) in pursuing statutory authority for licensing chiropractic assistants, technicians, and interns/preceptors.
- Objective 6:* Support the Alaska Chiropractic Society (ACS) efforts in pursuing a statutory change to allow animal chiropractic. Work in conjunction with the veterinary Board.

**Goal 5. Assess and evaluate regulations:**

- Objective 1:* Continue to assess and evaluate continuing education requirements.
- Objective 2:* Continue to assess and evaluate radiological safety, professional boundaries, public health, emergency training.

- Objective 3:* Proactively make recommendations through regulations to anticipate changes in the health industry.
- Objective 4:* Develop regulations to establish a penalty for late renewal.

**Goal 6. Assess and evaluate the review process available through the Peer Review Committee:**

- Objective 1:* Refine procedures for committee review of cases and the reporting process; consider establishing criteria (guidelines) for utilization review under 12 AAC 16.430.
- Objective 2:* Direct review inquiries to the committee.

**Goal 7. Continue affiliation with the Federation of Chiropractic Licensing Boards (FCLB), the National Board of Chiropractic Examiners (NBCE), the Association of Chiropractic Board Administrators (ACBA), and the Council on Chiropractic Education (CCE), as well as the Council on Licensure, Enforcement and Regulation (CLEAR) and the Federation of Associations of Regulatory Boards (FARB):**

- Objective 1:* Promote attendance of continuing Board members at district and annual meetings of the FCLB to provide input and obtain information at both national and state levels regarding matters impacting Alaska Chiropractors
- Objective 2:* Work with the FCLB on maintaining a listing of Alaskan Chiropractors on the National Database (CIN-BAD).
- Objective 3:* Promote attendance of Board members at the semi-annual NBCE Part IV Examinations and Part IV Examination Review Committee meetings of the NBCE to provide input and obtain information on the Exams required for chiropractic licensure in Alaska.
- Objective 4:* Promote attendance of the Licensing Examiner at the annual meetings of the ACBA and FCLB to provide input and obtain information at both national and state levels regarding matters impacting the regulation and licensure of Alaskan Chiropractors.
- Objective 5:* Promote attendance by Board members and staff at the annual CLEAR and/or FARB conferences.

**Goal 8. Keep informed of the sunset review process for the board and to review and respond to the sunset audit report recommendations. The next sunset review is scheduled for June 30, 2014.**

**Upon a motion duly made by Dr. Holt, seconded by Mr. Bowen, and approved unanimously, it was:**

**RESOLVED to approve the 2012 Fiscal Year Goals and Objectives, as amended.**

**Agenda Item 4 – Division Updates**

The board had a discussion regarding the travel budget and the amount of “increase” from previous budgets. Mrs. Sara Chambers informed the board in October that the travel budget increased to \$13,500 from the previous amount which was \$7,684. Dr. Heston disagrees that this was the correct amount from the previous year and that a budget of \$13,500 may actually have been a decrease from previous years. After review of past

annual reports this may be true because the recommended amounts included in those reports are all more than \$13,500. The members agreed that it will take legislative action to resolve the travel budget issue they are having so that honorariums and third party reimbursement can be used by the board members; as opposed to those funds being dissolved into the general fund where they cannot be used. Dr. Heston spoke with someone in charge of the ethics laws from the Department of Law recently and she informed him “unofficially” that she did not interpret continuing education hours to be a “financial gain” therefore allowing board members to accept and use those hours received toward their own renewal. Dr. Heston shared a power poll from FCLB with the rest of the board showing that most states, but not all, allow board members to use the continuing education credits received during their meetings toward their renewal.

The board went on to address goal seven objective four in their 2012 fiscal year goals and objectives. The objective is meant to promote attendance of the licensing examiner at the annual meetings of FCLB. The board used to do this regularly, but recent staff turnover as well as budget problems/concerns didn’t allow for this. They hope to return to this practice and allow the licensing examiner to attend regular FCLB meetings and stay up to date on information regarding matters impacting the regulation and licensure of chiropractors at both a state and national level. Mr. Bowen then asked if it was at all possible to get a true accounting of the budget. A “detailed” report was given at the last board meeting, but it was difficult to understand for the board members and required much explanation by Misty Frawley. Mr. Bowen went on to say that if a detailed report cannot be given to the board that clearly states incoming funds and outgoing funds, then the board should request a legislative audit of the fiscal transactions to better understand what happens in their budget. Mr. Bowen doesn’t believe there is a fee to a legislative audit, and it could be a very helpful tool in allowing the board members to comprehend what happens with their third party reimbursements and how much cost surrounds their board meetings. What the board members are looking for on a detailed report is: incoming funds, outgoing costs, and administrative support costs including where the third party reimbursement funds go. They are formally requesting this information for their next board meeting in Juneau on April 20-21, 2012. They would also like to know if the Department of Law has come up with a more specific and consistent legal billing format, per Mr. Don Habeger’s request.

The board recessed for a short break at 9:52am  
The board resumed the meeting at 10:05am

### **Agenda Item 5 – Investigative Report**

Gary Keiser joined the meeting to review the following investigative report. The board reviewed the report and noted there wasn’t anything to discuss because there are no open cases.

**Open Complaints:**  
None

**Open Investigations:**  
None

Activity Since Last Board Meeting:

2011-000661 (Misrepresentation) – Closed - No action/No Violation

2011-001089 (Other) – Closed - No Action/No Violation

Mr. Keiser then informed the board that this will be his first and last meeting with them, as Ms. Margo Mandel will now be responsible for the Chiropractic board investigative needs.

**Agenda Item 8 – Continuing Education**

The board began discussing agenda item eight because the members of the Alaska Chiropractic Society had not yet arrived. Dr. Campbell expressed concern over the limitation of how a licensee can achieve continuing education hours by adding too many requirements at once, such as: three new categories and multiple hours of each required. They agreed that Coding and Documentation, Ethics & Boundaries, and CPR should all be added, but they debated over the amounts of hours that should be designated in each of those areas. Dr. Heston referred to information he gathered on the FCLB website regarding amount of total hours required by each state for renewal. The results show that Alaska is tied for second to last among all fifty states; this discourages the board because they feel they should be among the top ten percent of all states since chiropractors in many areas of Alaska are considered physicians. They then reviewed a 2009 power poll taken by the FCLB which asked every state board if they require approved continuing education hours be taken in coding and documentation which was part of a 2006 resolution passed by their board of directors. Multiple states replied that they do and many others are working on incorporating it, so these changes do fit the national trend. The members of ACS arrived and the board decided to table this discussion until later in the meeting. They then elected to continue with the next agenda item.

**Agenda Item 6 – Alaska Chiropractic Society**

The following Alaska Chiropractic Society (ACS) representatives attended the meeting to report on ACS activities:

- Debbie Ryan – Executive Director
- Sheri Ryan – Executive Assistant
- Ed Barrington, DC – Chair of the ACS Medical/Legal Committee

Dr. Ed Barrington began discussing his revised language pertaining to the definition of “prescription drug” in regulation 12AAC 16.990 with the board. Dr. Heston informed him that this would actually need to be changed statutorily (AS 08.20.990). They discussed exactly where in the statutes they could add language to allow for these changes. After finding an agreeable language and place to add it they decided to bundle this change along with other statutory changes that are in the works for next year. It also came out through discussion that the ACS legislative committee has been working on a sizeable draft proposal of changes on many different statutes. The board formally requested that it be presented so that they and ACS can begin preparing these changes

for the 2013 legislative session. Mrs. Ryan informed the board that they will ask their board of directors for approval to present it at the next meeting.

Mrs. Ryan provided some general comments to the Board and reported on the following ACS activities:

- Governor Parnell has hired a Boston legal firm to design a Health Insurance Exchange for Alaska. ACS has added a link to the article in their “State news” section of their website.
- Office of the Inspector General (OIG) has implemented more stringent rules on small businesses, affecting how they communicate with their clients. ACS would like to help their members by better preparing them for the impending changes by utilizing Dr. Kathy Mills-Chang. She is a Medical Compliance Specialist with chiropractic proficiency and she hosts webinars once or twice a month that address many different chiropractic specific business practices. If the society were able to get a program called Chiro Health USA to sign on as an infinity program with them then all of the ACS’s members would receive free access to those webinars. Chiro Health USA is not an insurance company but rather a group where you can buy a discount card to use in a chiropractic office with a structured discount fee schedule to be determined by that doctor. They would require that a minimum of seven practices in our state sign up to allow their services so that it would be viable for them to do business here.
- Army One Source is a joint service family support network that provides soldiers and their families with assistance for matters such as: Health, Childcare, Spouses, and Career. Congress of Chiropractic State Associations (COCSA) was the first healthcare professional group to sign on with them and allow for wounded warriors training to help identify the hidden wounds of war not only in the soldiers themselves but also their families. The society is in support of their online program through their website, and Dr. Kate Rufolo (President of COCSA) is currently working on a chiropractic specific module to allow members to quickly and easily asses a patient for any signs of the hidden wounds of war.
- The society was able to renew sponsorship for the quarterly journal clubs held every three months.
- The society will be holding Chiropractic Assistant roundtable discussions on a myriad of topics, firstly the ICD-10 codes which will be done in three parts at the beginning of March, April, and May.
- The ACS convention will be held on October 5-7<sup>th</sup>, 2012 at the Captain Cook hotel in Anchorage. A new format will be introduced where physicians can pick and choose between multiple sessions going on at different times. Giving them a more customizable convention experience.
- Congress of Chiropractic State Associations (COCSA) has asked that Mrs. Debbie Ryan become the District V director for them, and she has accepted.

### **Agenda Item 7 – Peer Review Committee**

The board recognized that their website has changed in regards to guiding people toward the peer review committee instead of the investigative unit. Dr. Heston

reminded the board that at our last meeting they discussed removing the fee for the peer review committee as a part of the regulatory changes they plan on implementing. This will be finalized later in this meeting along with other regulations they wish to amend.

The Board recessed for lunch at 12:05 p.m.  
The Board resumed the meeting at 1:30 p.m.

### **Agenda Item 11 – Massage Therapy Board Formation**

Ms. Angelique Conrad and Amanda who is an Administrative Assistant for the legislative committee joined the meeting to update the board on the activities of the American Massage Therapy Association (AMTA). They passed around the latest working draft of their regulations, which are much more clear and concise but still in the drafting phase. They also informed the board that they have applied for a grant from the AMTA to help with lobbying to form their board. It is possible that this could be done during the current legislative session, but they are hoping to have it completed by the end of the year. They also handed out copies of letters one of which was included in the last meetings board packet. Both letters address the support and reasons for licensure in Massage therapy practice. AMTA has continued to gain support from other professional licensing boards including the Board of Nursing, however they still have not provided them with a letter of support which AMTA can take with them on lobbying efforts the way the chiropractic board has. The AMTA's next meeting will be on March 23<sup>rd</sup>, 2012 where they will further discuss body workers and how to include them. Shortly after that meeting they will be meeting with all their members again to get on the same page and hopefully finalize their proposed regulations. The board congratulated them on their efforts and expressed their continuing support of the Massage Therapy Board formation.

### **Agenda Item 8 – Continuing Education (continued)**

The board continued to discuss the changes they are planning for the continuing education requirements for renewal. Dr. Heston originally proposed six hours of coding and documentation because it is the average class length on that subject. However, Dr. Campbell feels that the lower we make each requirement the better, especially when making multiple changes the way they are planning to, receiving less "blow back" from the licensee's in our state. The board agreed that two hours of coding and documentation, two hours of ethics and boundaries, and two hours of CPR are what they would like to add to the required continuing education hours; along with specifying that up to half the hours (sixteen) may be done online and exactly eight hours of x-ray are mandatory for license renewal. The board decided to move on to the next agenda item and motion to amend the regulations during agenda item fourteen along with all other changes they have planned for this meeting.

### **Agenda Item 9 – National Board of Chiropractic Examiners**



The Board reviewed the schedule of upcoming testing dates for 2012 and decided who would attend each meeting. Dr. Campbell will be attending the Part IV testing on May 18<sup>th</sup>-20<sup>th</sup>, 2012. Dr. Holt will be attending the Part IV testing on November 9<sup>th</sup>-11<sup>th</sup>, 2012. Dr. Heston will attend the Part IV test writing committee which meets in Greeley, Colorado on June 8<sup>th</sup>-9<sup>th</sup>, 2012.

### **Agenda Item 10 – Federation of Chiropractic Licensing Boards**

Dr. Heston informed the board that the Model Practice Act is close to being completed. The Certified Chiropractic Assistant program will also be starting in March of this year. Once it is up and running Dr. Heston will have more information about our state becoming a pilot program for them. Dr. Heston also informed the board that he would be attending the FCLB Annual Meeting, May 2-6, 2012 in San Antonio, Texas.

#### **Next Year's Meetings:**

FCLB Annual Meeting, May 1-5, 2013 in San Francisco, California.

### **Agenda Item 12 – Animal Chiropractic**

The Veterinary board has not contacted Dr. Campbell or our board since the last meeting in October. Dr. Campbell let it be known when they spoke last that our board feels all of this should be done under the Veterinarians scope of practice, not the Chiropractors. Dr. Heston recommended that Dr. Campbell follow up with their board and/or Dr. Stephanie Jones who has been assisting both boards with this issue.

### **Agenda Item 13 – Public Comment**

There was no one present for public comment so the board used this time to discuss Dr. Shaneyfelt and whether or not to allow him to sit for the exam.

**Upon a motion duly made by Dr. Campbell, seconded by Mr. Bowen, and approved unanimously, it was:**

**RESOLVED to allow Dr. Shaneyfelt to sit for the exam, and full licensure upon receipt of both a State of California and State of Alaska criminal background check.**

### **Agenda Item 14 – Proposed Regulatory Changes**

Earlier in the meeting the board finalized how they would like to break down the amount of added hours that will be required to renew a chiropractic license. The following changes should be added:

**12 AAC 16.290. Hours of Continuing Education Required:**

(a) Except as provided in (c) of this section, an applicant for renewal of a chiropractic license shall obtain and document successful completion of **32** credit hours of approved continuing education during the concluding licensing period.

(b) At least **8 hours** and no more than **one-fourth** of the total hours required in (a) of this section must be devoted to radiographic safety, radiographic techniques and interpretation, or diagnostic imaging.

**(1) At least 2 hours must be devoted to coding and documentation;**

**(2) At least 2 hours must be devoted to ethics and boundaries;**

**(3) At least 2 hours must be devoted to Cardiopulmonary resuscitation training (CPR).**

(c) An applicant for renewal of a chiropractic license for the first time shall obtain and document successful completion of **16** credit hours of approved continuing education for each complete calendar year the applicant was licensed during the concluding licensing period.

**\*(d), (e), and (f) all remain the same\***

**(g) Of the 32 hours required for a renewal of a chiropractic license no more than half of these hours may be obtained online or by distance learning.**

In addition to the amount of hours required for renewal changing, the board would also like to remove some things from regulation that are no longer needed. Those changes are:

**12 AAC 16.350. Individual Study:**

**\*Deletion of the last line in the paragraph:** "The board will not award credit under this section that exceeds one third of the total credit hours of continuing education required for license renewal." This has been addressed in the newly added "(g)" of 12 AAC 16.290.

**12 AAC 16.420. Conduct of Peer Review**

**\*Deletion of line (a)(2):** "the peer review fee established in 12 AAC 02.150; and"

**12 AAC 02.150. Board of Chiropractic Examiners**

**\*Deletion of line (b):** "The peer review fee charged to a complainant is \$50."

**12 AAC 16.430. Professional Standards and Guidelines**

**\*Deletion of line (7):** "Fee Facts, Data Management Ventures, Inc.;"

**Upon a motion duly made by Mr. Bowen, seconded by Dr. Campbell, and approved unanimously, it was:**

**RESOLVED to approve the changes to Professional Regulations 12AAC 16.290, 12AAC 16.350, 12AAC 16.420, 12AAC 16.430, and 12AAC 02.150, as amended.**

The board directed the licensing examiner to request that the regulations change go out for public comment as soon as possible, so that they may adopt the changes at their next meeting.

### **Agenda Item 15 – Cost Saving Strategies**

The board liked that their board packets were sent out electronically in “pdf” format for this meeting, and would like to continue that practice unless a board member specifically requests a printed copy be brought to the meeting ahead of time.

The board then continued their discussion to shorten their meeting length to one day instead of two, and making them quarterly bringing the yearly meeting total to four one day meets instead of three two day meetings. They also thought that the majority of the meetings should take place in Anchorage to make them more accessible to our licensee’s. It may be possible to do one of these meetings telephonically but that would eliminate the possibility of an oral interview after the exam. Which is something that they feel is necessary to bring the highest caliber applicants to our state.

Dr. Heston reverted back to the FCLB power poll he utilized in earlier agenda items to discuss Preceptorship. Many states allow active chiropractic students in their final year of study to do adjustments under the strict supervision of a licensed physician; however ours does not. He stated that he will be working on some language for the next meeting that would allow preceptors in our state to have the ability to get the same hands on experience as they would in other states.

**Upon a motion duly made by Dr. Campbell, seconded by Mr. Bowen, and approved unanimously, it was:**

**RESOLVED to adjourn the meeting at 3:25pm, until Saturday  
January 28, 2012.**

**Saturday, January 28, 2012**

### **Call to Order/Roll Call**

The meeting was called to order by Dr. James Heston, President at 11:38 a.m. Those present, constituting a quorum of the Board were:

James Heston, DC, President – Homer  
Daniel Holt, DC, Vice-President – Juneau  
Walter Campbell, DC, Secretary – Palmer  
Verdie Bowen, Public Member – Wasilla

In attendance from the Department of Commerce, Community and Economic Development, Division of Corporations, Business and Professional Licensing:

KC Odell, Licensing Examiner – Juneau

The board reviewed the agenda and made no changes.

**Upon a motion duly made by Mr. Bowen, seconded by Dr. Holt, and approved unanimously, it was:**

**RESOLVED to approve the agenda, as written.**

**Agenda Item 16 – New Business**

The board resumed discussion about preceptorship in our state and decided that it would take regulatory action to make the changes they are discussing. Dr. Heston will do some further research with the chiropractic colleges and FCLB's information on other states regulatory boards. Then they looked over the regulations to find a suitable place in which they could add for a preceptor permit, and how to word it. They decided that a special type of temporary permit would most likely need to be created perhaps tied into 12AAC 16.031 somehow. They then discussed the qualifications that they would require of anyone wanting to do a preceptorship in Alaska. They agreed it would be best to have the same requirements as they have for graduates in their final year applying for licensure except a final transcript showing graduation from chiropractic school. This would allow them to take the exam while they're in the state and have all paperwork on file only having to send in final transcripts once they've graduated to receive their license. The board then agreed that this should be tabled until their next meeting at which time more research on the subject can be presented, and Dr. Zimmerman will be able to join the discussion.

**Agenda Item 17 – Correspondence**

The Board reviewed various correspondence items and articles included in their Board packets. There were no items requiring a Board response.

**Agenda Item 18 – Administrative Business**

**Meeting and Exam Schedule**

The Board established the following 2012 meeting and exam schedule:

- April 20-21, 2012 in Juneau
- September 7, 2012 in Anchorage
- December 7, 2012 in Anchorage

**Upon a motion duly made by Dr. Campbell, seconded by Dr. Holt, and approved unanimously, it was:**

**RESOLVED to approve the 2012 meeting and exam schedule, as amended. The board will now begin scheduling one day meetings which will begin with testing at 8:00am.**

**Sign wall certificates**

- Nicholas Singleton #539
- Shawn Gehlsen #541

- Wayne Cissell #544
- Garrett Christensen #545
- David Martin #546

Sign TAs and collect receipts

Board members signed Travel Authorization forms and will submit receipts.

**Upon a motion duly made by Mr. Bowen, seconded by Dr. Campbell, and approved unanimously, it was:**

**RESOLVED to adjourn the meeting.**

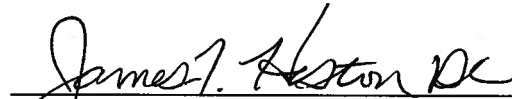
There being no further business,  
The meeting adjourned at 12:00 p.m.

Respectfully Submitted:



KC Odell  
Licensing Examiner

Approved:



Dr. James Heston, Chair  
Alaska State Board of Chiropractic Examiners

Date: 4-20-12

