

State of Alaska  
Department of Commerce, Community and Economic Development  
Division of Corporations, Business and Professional Licensing

**BOARD OF CHIROPRACTIC EXAMINERS**

**MINUTES OF THE MEETING**

Friday, January 23<sup>rd</sup>, 2015

*These are DRAFT minutes prepared by the staff of the Division of Corporations, Business and Professional Licensing. These minutes have not been reviewed or approved by the Board.*

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 Board of Chiropractic Examiners was held at the State Office Building, 333 Willoughby Avenue, Friday, January 23<sup>rd</sup>, 2015, beginning at 9:33 a.m. The meeting was held in Conference Room A, 9<sup>th</sup> Floor, Juneau, Alaska.

**Agenda Item 3     Call to Order/Roll Call**

The meeting was called to order by Chair, James Heston at 9:33 a.m.

Board Members Present, constituting a quorum:

James Heston, Doctor of Chiropractic  
Daniel Holt, Doctor of Chiropractic  
Walter Campbell, Doctor of Chiropractic (*Joined at 10:15 a.m.*)  
Edward Barrington, Doctor of Chiropractic  
Christine Hill, Public Member

Attending from the Division of Corporations, Business and Professional Licensing were:

Laura Carrillo, Licensing Examiner  
Sher Zinn, Licensing Supervisor  
Brian Howes, Investigator (*via telephone*)  
Colleen Kautz, Operations Manager  
Martha Hewlett, Administrative Officer

**Agenda Item 4    Review Agenda                    Time: 9:35 a.m.**

The Board reviewed the agenda for January 23<sup>rd</sup>, 2015.

**On a motion duly made by Christine Hill, seconded by Dr. Barrington, and approved unanimously, it was**

**RESOLVED to accept the agenda as written.**

**Agenda Item 5    Review Minutes                    Time: 9:36 a.m.**

The Board reviewed the minutes from the October 2<sup>nd</sup>, 2014 meeting.

**On a motion duly made by Christine Hill, seconded by Dr. Barrington, and approved unanimously, it was**

**RESOLVED to approve the minutes of the October 2<sup>nd</sup>, 2014 meeting.**

**Agenda Item 6    Board Business                    Time: 9:36 a.m.**

Ethics Report

Chair, Dr. Heston addressed ethics reporting. There were no ethics violations to report at this time.

Ratify Licenses

Dr. Heston reviewed the candidates who sat for the jurisprudence examination during the Board's last meeting on October 2<sup>nd</sup>, 2014. Jeffrey Fultz, Leon Fazzio, Natalie Phelps and Stacy Carter's licenses were to be ratified, however, Licensing Examiner, Laura Carrillo advised the Board that Stacy Carter had not yet been issued her license. The Board did not ratify Stacy Carter's license at this time.

**On a motion duly made by Dr. Holt, seconded by Dr. Barrington, and approved unanimously, it was**

**RESOLVED to ratify the licenses for Jeffrey Fultz, Leon Fazzio, and Natalie Phelps.**

Review Goals and Objectives

Laura Carrillo advised the Board that there were a few versions of the goals and objectives

from the meeting minutes, the FY14 goals and objectives from the FY 14 Annual Report and the FY15 goals and objectives from the FY14 Annual Report. These versions were consolidated into a Board packet insert. Ms. Carrillo's intent was to clarify what goals and objectives the Board still wanted to pursue, given that there were previous goals and objectives not formally eliminated on record. Dr. Heston clarified with Ms. Carrillo that previous goals and objectives needed cleaning up, so as not to be repetitive. Dr. Heston advised the Board that the most recent published goals and objectives needed to be reviewed. Ms. Carrillo distributed a hand-out with the most recent goals and objectives for FY15:

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

- Objective 1:* Conduct a minimum of three board meetings a year and 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 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.

**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 the Alaska Chiropractic Society (ACS) in its efforts to provide information to the profession and the public.
- Objective 3:* Support the Alaska Chiropractic Society (ACS) in its efforts in pursuing statutory changes relevant to the profession and public safety.
- Objective 4:* Support the Alaska Chiropractic Society (ACS) in pursuing statutory authority for licensing chiropractic assistants, technicians and interns/preceptors.
- Objective 5:* Support the Alaska Chiropractic Society (ACS) in its efforts in pursuing a statutory change to allow for animal chiropractic in cooperation with the Veterinary Board.

**Goal 4: Access and evaluate regulations.**

- Objective 1:* Continue to assess and evaluate continuing education requirements.
- Objective 2:* Continue to assess and evaluate radiological safety, professional ethics and boundaries, public health and emergency training.
- Objective 3:* Proactively make recommendations through regulations to anticipate changes in the health industry.

**Goal 5: 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.
- Objective 3:* Keep the committee roster fully staffed with three chiropractors and one public member at all times.

**Goal 6: 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 Board members and staff at district and annual meetings of the FCLB and NBCE in order 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.

Dr. Barrington addressed the process of appointing members to the peer review committee. Dr. Holt explained that an individual who is selected as a peer review committee member must first go through a formal application process. Dr. Heston then addressed goals and objectives concerning involvement with the Alaska Chiropractic Society. Dr. Holt inquired about whether or not the Board still wanted to discuss animal chiropractic, to which Dr. Heston replied that it is an issue the Board should still pursue, but perhaps at a later time.

Dr. Heston proposed adding the intent to implement national background checking to the Board's goals and objectives. This shift would displace the current background checking system, which is laborious and can require multiple state reports, but does not require an applicant to obtain a report from the state in which they attended school. The Board's consensus is that the national background check would be more cost efficient. Christine Hill inquired why the ACS was no longer supporting this shift, to which Dr. Heston replied that it was not a chiropractic statute, but a central statute, and that the Board—not the ACS—would be pursuing this motion.

Dr. Heston addressed AS 08.01.050(d), Administrative Duties of the Board, and asserted that the Board of Chiropractic Examiners should be added to the list (central statute) for impaired chiropractic physicians. AS 08.01.050(d) provides treatment and support for alcohol and/or substance abuse through contractual services with public agencies. Dr. Barrington further advised the Board that he would be returning to Juneau on February 9<sup>th</sup>, 2015 to take further action on this issue.

Dr. Holt and Dr. Heston briefly discussed CLEAR, which will remain on the Board's goals and objectives under Goal 6, Objective 5.

**On a motion duly made by Dr. Barrington, seconded by Christine Hill, and approved unanimously, it was**

**RESOLVED** to amend the Board's FY15 goals and objectives, which will be revised to add a Goal 7, and include verbiage regarding AS 08.01.050 as Objective 1.

**RESOLVED** to amend the Board's FY15 goals and objectives, which will be revised to add a Goal 7, and include verbiage regarding AS 12.62.400 (National Background Checking) as Objective 2.

Ms. Carrillo suggested to task Board members with creating language for the proposed goal addition and objectives.

**Task:**

Dr. Heston will come up with language for Goal 7; Objective 1, AS 08.01.050; and Goal 7, Objective 2, AS 12.62.400.

Review Jurisprudence Exam

The Board reviewed the revised Jurisprudence Exam, which incorporated questions each Board member had sent to Ms. Carrillo to replace questions #19, #24, #42, and #50. Ms. Carrillo clarified that the exam just administered was the revised exam. Dr. Heston then offered a positive comment on Sher Zinn's update of MyiCourse. Ms. Carrillo advised the Board that she was able to take, "apparently" out of question 5 in the exam, but that this verbiage would remain in the Chiropractic statute until the Board is able to achieve a statutory change on their long-running opposition with this specific word choice. The Board continued to discuss the word, "apparently" and proposed adding this as an objective.

**Task:**

All Board members will discuss the word, "apparently" at the next Board meeting, and decide how omission of this word will be pursued or accomplished.

Sports Physicals

Dr. Heston addressed Sports Physicals, and advised the Board that this was now being referred to as, "Pre-participation Physical Exams". Dr. Heston advised the Board that Dr. Barrington had taken on the task of pursuing clarification on the Board's scope of practice regarding pre-participation physicals. Dr. Heston mentioned that the Alaska Student Athletic Association (ASAA) met with the ACS's legislative committee on January 22<sup>nd</sup>, 2015. Speaking as the Chair for ACS's legislative committee, Dr. Barrington advised the Board that the ACS sent a letter to ASAA suggesting they incorporate on their student health form, some verbiage that students have the option to let chiropractors sign their pre-participation physical exam certificates. Dr. Barrington then referred to a newsletter from November, 2003, which mentioned then Assistant Attorney General, David Brower's opinion that licensed chiropractors are allowed to conduct sports physical exams. Dr. Barrington

commented that Dr. Heston wrote a support letter which addresses the logic that since chiropractors are allowed to *sign* certificates; they should also be able to *evaluate*. The major questions regarding sports physicals are: whether it is statutorily allowed; and what type of training makes a chiropractor qualified to predict and prevent sudden cardiac arrest in student athletes. Dr. Barrington mentioned that academic training on sports physicals is not only included in the curriculum of many medical-related professions, but also in chiropractic colleges. Dr. Barrington asserted that letters from at least three colleges, on behalf of ACS's legislative committee, were sent to ASAA in support of this practice. The Board discussed mentioning of pre-participation physicals into the chiropractic statutes and regulations. There will be continued discussion on the state Board and legislative level regarding this scope of practice.

#### Review 12 AAC 16.290 Draft

Dr. Heston asked the Board to review the edited draft of 12 AAC 16.290, Hours of Continuing education, which was prepared by the Division's publication specialist, Jun Maquis. Dr. Heston then addressed 12 AAC 16.290(4)(c) regarding two credits given for completing the jurisprudence review. Ms. Carrillo clarified that this regulation is referring to the online MyiCourse study. Dr. Heston expressed his opinion that the Board should require this review for license renewal. Dr. Heston then offered his interpretation that, as written, the review is actually a requirement. Dr. Barrington did not agree with this interpretation due to the current language being suggestive, rather than obligatory in nature; it is worded, "...two hours...*will* be credited" rather than, "...two hours...*must* be credited..."

#### Chiropractor, Walter Campbell joined the room at 10:15 a.m.

The Board continued to discuss whether or not the jurisprudence review is required, and Dr. Heston maintained that 12 AAC 16.290(4)(c) does not sound optional. Ms. Carrillo and Dr. Campbell reiterated Dr. Barrington's earlier comment that the requirements listed in this section preceding 12 AAC 16.290(4)(c) are designated by, "*must* be" verbiage, and that if the Board wanted the MyiCourse review to be interpreted as a requirement, the language should be revised with, "*must* be" verbiage for consistency. The Board discussed how completion of Alaska's review could be verified. Ms. Carrillo advised the Board that participants have the option to send their MyiCourse transcripts to the examiner's e-mail account.

The Board continued to discuss how the Alaska Board of Chiropractic Examiners would regulate the MyiCourse review, if it became mandatory. Dr. Barrington inquired how the MyiCourse is worded on the renewal form. Ms. Carrillo stated she would obtain a copy of the latest renewal form.

**Dr. Heston Called for Break at 10:27 a.m.**

Off Record at 10:27 a.m.

On Record at 10:41 a.m.

The Board resumed discussion on the nature of the jurisprudence review. The Board discussed self-studies, and Ms. Carrillo suggested getting rid of the option to participate in any self-study if the Board was going to pursue making the review a requirement. Dr. Barrington suggested having the ACS offer a two-credit jurisprudence review; however, Dr. Campbell did not agree that the review should be a two-hour class per current computation guidelines.

**Task:**

Dr. Barrington will ask the ACS if they would consider offering a review course on chiropractic statutes and regulations.

The Board could not reach a consensus on whether the MyiCourse is/should be a requirement. Additionally, the Board did not approve the draft prepared by Jun Maquis due to the Board wanting a correction to page 3 regarding CPR.

**On a motion duly made by Daniel Holt seconded by Christine Hill and approved unanimously, it was**

**RESOLVED to enter Executive Session in accordance with AS 44.62.310(c)(2)(4) to discuss a chiropractic matter.**

Entered Executive Session at 10:54 a.m.

Ended Executive Session at 11:04 a.m.

**Agenda Item 7    Investigative Report    Time: 11:05 a.m.**

The Board's investigator, Brian Howes joined the room telephonically at 11:05 a.m. to present his investigative report, which included activity from October 2<sup>nd</sup>, 2014 – January 12<sup>th</sup>, 2015. Mr. Howes had e-mailed his Investigative Memo to Ms. Carrillo, which she distributed to the Board at this time. The Board discussed ownership of licenses with Mr. Howes. Dr. Heston then addressed the topic of voluntarily surrendering licenses. Mr. Howes referenced a news article regarding a crime that may constitute a request for a licensee to surrender their license. Mr. Howes suggested the Board discuss this under executive session. The Board decided not to discuss this further.

Investigator, Brian Howes left the room telephonically at 11:14 a.m.

Ms. Carrillo informed the Board that Colleen Kautz and Martha Hewlett would be joining to present the Budget Report and Division Updates, but wanted to first give the Board a licensing update. Ms. Carrillo advised the Board that as of January 23<sup>rd</sup>, 2015, there were about 267 active licensees; 43 licensees who had not renewed; 8 incomplete renewal forms; and 35 chiropractors who had not informed the Division of their intent to renew.

**Agenda Item 8     Budget Report/Division Updates     Time: 11:18 a.m.**

Operations Manager, Colleen Kautz and Administrative Officer, Martha Hewlett, and Licensing Supervisor, Sher Zinn joined the room at 11:18 a.m.

Ms. Hewlett presented the budget report for the final quarter of FY 14. Ms. Hewlett informed the Board that FY14 was the first year that an Annual Fiscal Report with allocation code breakdowns was provided and was also the first year that the Division was granted the authority to revert third-party reimbursements back to professional licensing programs. Ms. Hewlett and Mrs. Kautz discussed third-party reimbursements, direct-pay, direct and indirect expenditures, contractual expenditures, licensing trends and travel. Ms. Hewlett also outlined the report publication schedule and helped the Board decipher allocation codes.

Colleen Kautz left the room at 11:47 a.m.

Colleen Kautz joined the room at 11:50 a.m.

Operations Manager, Colleen Kautz and Administrative Officer, Martha Hewlett, and Licensing Supervisor, Sher Zinn left the room at 12:30 p.m.

**Dr. Heston Called for Lunch at 12:31 p.m.**

Off Record at 12:31 p.m.

On Record at 1:43 p.m.

The Board returned from lunch and attempted to contact the ACS for discussion under Agenda Item 10, however, Sheri or Debbie Ryan could not be reached at this time. Board moved to discuss Agenda Item 13, Public Comment at a later time than previously scheduled.

**On a motion duly made by Christine Hill, seconded by Dr. Holt, and approved unanimously, it was**

**RESOLVED to amend the agenda regarding Agenda Item 13, Public Comment.**

**Agenda Item 13 Public Comment**

**Time: 1:44 p.m.**

Ms. Carrillo phoned Dr. Hawkins for his public comment.

Public Member, Joseph Hawkins joined the meeting telephonically at 1:45 p.m.

Dr. Barrington greeted Dr. Hawkins telephonically, who began discussing sports physicals. Dr. Hawkins mentioned that both physician assistants and advanced nurse practitioners are not authorized to conduct sports physicals. Dr. Hawkins addressed the ASAA's opinion, based on then- attorney general's 1991 opinion, that supports the denial of chiropractors to perform sports physicals. Dr. Hawkins mentioned that although sports physical examinations are excluded from nurse practitioners' scope of practice, if a medical doctor is not available to perform this examination, then the Director of Social Services can authorize a nurse practitioner to perform this examination. Dr. Hawkins commented on the discrepancy between health forms stating nurse practitioners and physician assistants could perform sports physicals, when this is not stated in both professions' scope of practice.

Dr. Barrington and Dr. Hawkins then discussed cardiac examinations. Dr. Hawkins brought to the Board's attention a letter he wrote on his own behalf—not on behalf of any organization—in which he pointed out incongruences between ASAA's opposition towards chiropractors performing sports physical examinations and current documents that lend support to chiropractors' ability to perform such exams. For example: ASAA's opinion that chiropractors cannot perform sports physicals, but that according to current regulations, chiropractors can perform physical examinations on transportation workers (October, 2013 Minutes; AS 08.20.100(b)(6); pre-employment and workplace health examinations) —an evaluative practice, Dr. Hawkins states, is more in-depth than performing sports physicals. Dr. Heston and Dr. Hawkins also referenced the 2003 Newsletter, which supported chiropractors in performing this practice. The Board intends to change the regulatory language before seeking legislative action on both cardiac examinations and sports physicals.

Public Member, Joseph Hawkins left the meeting telephonically at 1:59 p.m.

**Agenda Item 11 FCLB/NBCE Update**

**Time: 2:00 p.m.**

Dr. Heston addressed Agenda Item 11, advising the Board that the NBCE's Deborah Beeman had made an announcement inviting the Alaska Board of Chiropractic Examiners to send two Board members to administer the Spring Part IV Exam, the Fall Part IV Exam, and the Part IV Test Committee Meeting. Dr. Campbell stated that he would like to attend

the Part IV Test Committee Meeting, on June 12-13, 2015. The Fall Part IV Exam will take place on November 13<sup>th</sup>, 14<sup>th</sup> & 15<sup>th</sup>, 2015. The Spring Exam will take place on May 15<sup>th</sup>, 16<sup>th</sup> and 17<sup>th</sup>, 2015, however, Dr. Heston reminded the Board that their next scheduled Board meeting is on May 15<sup>th</sup> in Anchorage. The Board ultimately decided not to send members to participate in administering the Spring Part IV Exam due to conflicting schedules.

**Task:**

Dr. Holt will participate in administering NBCE's Part IV Exam on November 13<sup>th</sup>, 14<sup>th</sup> and 15<sup>th</sup>, 2015.

**Task:**

Dr. Holt or Dr. Campbell will participate in NBCE's Test Committee Meeting on June 12<sup>th</sup> and 13<sup>th</sup>, 2015.

Dr. Heston then updated the Board concerning the new Executive Director for the FCLB, Dr. Jon Schwartzbauer, who was previously the President of Sherman College. Dr. Heston then shared with the Board the recent passing of two NBCE members.

Dr. Heston then advised the Board that a new examination trend is to offer Parts I and II of the NBCE examinations online. There is also a growing need for ethics and boundaries essay test graders, which Dr. Heston is hoping to become involved in. Dr. Heston moved on to advise the Board that they still needed to select two Board members to serve as state delegates for the NBCE's 89<sup>th</sup> Annual Meeting in New Orleans in May. Dr. Heston plans on attending and proposed sending Ms. Carrillo as well, mentioning that he had included this plan in the annual report.

**On a motion duly made by Christine Hill, seconded by Dr. Barrington, and approved unanimously, it was**

**RESOLVED to select two delegates, Dr. Holt and Licensing Examiner, Laura Carrillo to attend NBCE's 89<sup>th</sup> Annual Meeting in New Orleans in May, 2015.**

**Agenda Item 10    ACS Update**

**Time: 2:12 p.m.**

Dr. Heston asked Ms. Carrillo to phone Sheri Ryan for the ACS Update. Meanwhile, Dr. Heston inquired when the next scheduled Board meetings were to take place. Ms. Carrillo advised the Board that the next two meetings are scheduled for May 15<sup>th</sup>, 2015 in Anchorage, and September 18<sup>th</sup>, 2015 in Fairbanks.

Ms. Carrillo phoned Sheri Ryan at 2:14 p.m., however, Dr. Heston left a message as Mrs. Ryan was unavailable. Dr. Barrington later informed the Board that Sheri or Debbie would not be available for the ACS Update due to unforeseen circumstances.

**Agenda Item 12 Peer Review Committee**

**Time: 2:15 p.m.**

Dr. Holt advised the Board that Dr. Evan Frisk will potentially serve as the new Peer Review Committee Member, however, Dr. Frisk is in still the process of completing the application.

**Agenda Item 14 New Business**

**Time: 2:16 p.m.**

**On a motion duly made by Daniel Holt seconded by Christine Hill and approved unanimously, it was**

**RESOLVED to enter Executive Session in accordance with AS 44.62.310(c)(1) to discuss Injectable Nutrients.**

Entered Executive Session at 2:17 p.m.

Ended Executive Session at 2:31 p.m.

Dr. Heston addressed position statements, which were prepared by Dr. Barrington and Dr. Campbell.

Position Statements – Advertising of Free Services

In regards to Advertising of Free Services, Dr. Barrington commented that while it is acceptable to advertise discounted services at health fairs, he advised the Board against having a consistent policy for advertising discounted services since advertising companies may take advantage of that. Dr. Barrington mentioned that the ACS had requested the Board to write-up a position statement regarding Groupon. Dr. Campbell suggested incorporating Groupon into this position statement and made note to remind the public that fee-splitting is not allowed. Dr. Heston considered reviewing Groupon contracts. Dr. Holt inquired about the services of Groupon, to which Dr. Campbell explained it was an internet advertising site for discounted, pre-paid services and that Groupon receives a percentage of sales. The Board discussed tabling the publishing of Injectable Nutrients, and that further editing of Advertising of Free Services is needed.

**Task:**

Dr. Barrington will edit the position statement on Advertising of Free Services.

Statutory Projects –

Dr. Heston addressed statutory projects, advising Dr. Barrington to promote national background checking (AS 12.62.400) and adding the Board of Chiropractic Examiners to AS 08.01.050 during his February 9<sup>th</sup>, 2015 visit to the legislature in Juneau.

Dr. Heston also addressed statutory agenda item AS 08.20.055 regarding continuing education. Dr. Holt addressed increased fees for unlicensed practice, which the Board clarified is a project that the ACS is undertaking. Dr. Heston then addressed auditing of renewed licensees, to which Ms. Carrillo stated the audit process has not yet begun. Dr. Barrington then advised the Board that he had prepared cover letters regarding national background checking and adding the Board to AS 08.01.050 after (d)(12), which he distributed as hand-outs to the Board. The intent is to present these letters to the legislature, which will address: reasoning, benefits to the public, and potential costs to the State.

**On a motion duly made by Christine Hill seconded by Dr. Campbell and approved unanimously, it was**

**RESOLVED to support Dr. Barrington's statements regarding AS 08.01.050 and AS 12.62.400 for presentation to the legislature.**

**Task:**

Dr. Barrington will promote the Board's intention of shifting towards utilizing national background checks during his February 9<sup>th</sup>, 2015 visit.

**Task:**

Dr. Edward Barrington will introduce a cover letter to a legislator on February 9<sup>th</sup>, 2015 addressing the Board of Chiropractic Examiners inclusion to 08.01.050(d).

The Board then discussed the verbiage, "chiropractic matters", which the ACS will be taking on. Before discussing Agenda Item 15, Ms. Carrillo addressed an audit issue from the previous auditing period for 2013-2014 regarding Dr. James Jardine. Ms. Carrillo clarified the circumstances under which Dr. Jardine's renewal audit had yet to be approved, commenting that the intent was not to deny his license but to approve his previous renewal audit. Ms. Carrillo commented that he had taken an acupuncture course, but that such topics are not typically approved due to its exclusion from chiropractic core methodology. The Board discussed this issue, and it was ultimately clarified that although it is an acupuncture course, the Board must approve the course because PACE courses have been accorded precedence for approval. Carrillo asked Dr. Heston to approve this course to establish a quorum for his 2013-2014 renewal. Dr. Heston indicated his approval.

**Agenda Item 15    Correspondence**

**Time: 2:52 p.m.**

Dr. Heston addressed correspondence. Ms. Carrillo advised the Board that she did have a hand-out regarding NBCE's announcement, which was discussed earlier under Agenda Item 11. Ms. Carrillo distributed this e-mail print out to the Board.

**Agenda Item 16   Administrative Business      Time: 3:00 p.m.**

Sign Wall Certificates

The Board signed the wall certificate for Dr. Jeffrey Fultz.

Sign Meeting Minutes

Ms. Carrillo signed the meeting minutes from October 2<sup>nd</sup>, 2014 and Dr. Heston provided his signature.

TA's and Receipts

Dr. Barrington and Dr. Campbell provided Ms. Carrillo with travel receipts.

Ms. Carrillo also addressed Dr. Lee Nordstrom's incomplete renewal, which needed one more vote due to Dr. Barrington's recusal from voting. Dr. Campbell provided his approval on paper, establishing a quorum to approve Dr. Nordstrom's 2015-2016 renewal. Ms. Carrillo then addressed Jessica Gundelfinger's application for specialty designation, which all Board members approved on paper.

**Agenda Item 16   Adjourn      Time: 3:10 p.m.**

**On a motion duly made by Christine Hill, seconded by Edward Barrington and approved unanimously, it was**

**RESOLVED to adjourn the meeting at 3:10 p.m.**

Respectfully Submitted by:

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Laura Carrillo  
Licensing Examiners

Approved by:

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