

1 STATE OF ALASKA
2 DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT
3 DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING
4 BOARD OF CHIROPRACTIC EXAMINERS
5

6 MINUTES OF THE MEETING
7 JULY 30TH, 2021
8

9 By authority of AS 08.01.070(2), and in compliance with the provisions of AS 44.62, Article 6, a scheduled
10 meeting of the Board of Chiropractic Examiners was held via Videoconference on July 30th, 2021.
11

12 Item 1 Call to Order/Roll
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14 The meeting was called to order by Board Chairman Dr. Brian Larson, at 09:18 a.m. Members present
15 were:
16

17 Roll Call
18

19 Board Members present, constituting a quorum:
20

21 Brian Larson, Doctor of Chiropractic
22 Tim Kanady, Doctor of Chiropractic
23 James Morris, Doctor of Chiropractic
24 John Lloyd, Doctor of Chiropractic
25 Public Member, Vacant
26

27 Division Staff present were:
28

29 Reid Bowman, Occupational Licensing Examiner
30 Erika Prieksat, Senior Investigator
31

32 Present from the Public:
33

34 Sheri Ryan, Chief Operating Officer, Alaska Chiropractic Society
35
36

37 Item 2 Review/Approve Agenda
38

39 Dr. Larson directed the board to review the agenda and make any additions, revisions and suggestions.
40 There were none.
41

42 **On a motion duly made by John Lloyd, seconded by James Morris, and approved**
43 **unanimously by a roll call, it was RESOLVED To REVIEW AND APPROVE the agenda as**
44 **written.**
45

46 Item 3 Ethics Report
47

48 Mr. Bowman stated there would not be any specific ethics training for the board at this meeting, but self
49 review resources would be presented as the final agenda item.
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51 Dr. Larson conducted a roll call of board members asking for anything to report. There were no violations
52 or potential violations to report.
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54 Item 4 Review/Approve Meeting Minutes

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The board reviewed the meeting minutes from the April 29, 2021 board meeting. There were no objections or additions.

On a motion duly made by Tim Kanady, seconded by John Lloyd, and approved by majority through roll call, it was RESOLVED to APPROVE the April 29th, 2021 meeting minutes as written.

The board also stated they had reviewed the May 25, 2021 meeting minutes and had no objections or additions.

On a motion duly made by Tim Kanady, seconded by John Lloyd, and approved by majority through roll call, it was RESOLVED to APPROVE the May 25th, 2021 meeting minutes as written.

Item 5 Board Business

A. Review Goals and Objectives:

Dr. Larson conducted a brief review of the goals and objectives as outlined in the FY 2021 Annual Report. No action was taken.

B. Annual Report Discussion:

Dr. Larson thanked the board for their input completing the Annual Report. All board members stated they had reviewed the report and had no concerns. Mr. Bowman stated the report has been submitted to the publications specialist for cleanup before publishing to the public.

C. Utilization Review Committee:

Discussion was held regarding the two respondents to a request to apply for positions on the Utilization Review Committee. A discussion was held about the duties of the committee. Mr. Bowman explained in the past there had been an application process; however the board decided letters would serve as applications at this time. The board tasked Mr. Bowman with sending out another bulk email to licensees encouraging applications. Discussion was begun by Dr. Lloyd regarding how a public member would be identified for service. Mr. Bowman stated he would determine if there were any lists of potential public candidates for boards, commission or committees for potential public members.

On a motion duly made by James Morris, seconded by Tim Kanady, and approved by majority through roll call, it was RESOLVED to ACCEPT applications from Dr. Hanifen and Dr. Krohn for appointment to the Utilization Review Committee.

Mr. Bowman was tasked with sending a letter welcoming them to the committee.

D. CE and COVID - 19 considerations:

During the April 29th, 2021 meeting the board discussed the in-person continuing education requirements and the necessity of maintaining in-person training and agreed to take it up again for this meeting, in case significant changes had occurred in the COVID-19 situation. Dr. Larson facilitated discussion about current requirements for continuing education and the renewal timeline. Ms. Ryan, Alaska Chiropractic Society (ACS) was asked about concerns ACS may have fielded about in-person requirements. Ms. Ryan stated there had been none; however, Ms. Ryan stated Alaska and other

109 states are currently hosting in-person and hybrid events. Ms. Ryan went on to state the ACS convention
110 was still scheduled to be a live event in October. Dr. Lloyd stated he felt the requirements in place were
111 appropriate and discussed timelines for changing those if necessary, prior to renewal. Mr. Bowman was
112 tasked with sending a letter to current licensees informing them of the CE requirements to allow licensees
113 to adequately prepare to meet them prior to the 2022 license renewal. Ms. Ryan stated the Society could
114 also distribute that information to their members, as well as openings on the Utilization Review
115 Committee.

116
117 E. COVID-19 Guidelines update:
118

119 Dr. Larson began discussion about the COVID-19 situation and changes since the last guidelines were
120 published. Dr. Lloyd and Dr. Morris discussed current masking guidelines in their clinics. The most recent
121 board guidelines, published November 2020, were discussed as well as what some other boards may be
122 recommending. Dr. Lloyd accepted the task of drafting updated guidelines to be submitted to the board
123 for consideration.
124

125 **Item 6 Correspondence**
126

127 The letter from Dr. Kaldy was taken up by the board and discussed. The board decided through a straw
128 poll the most appropriate response with the information given was to have Mr. Bowman respond to the
129 letter stating there was no current statute or regulation that allows or guides manipulation under
130 anesthesia by a chiropractor.
131

132 **Item 7 Alaska Chiropractic Society Update**
133

134 Ms. Ryan, Chief Operating Officer, Alaska Chiropractic Society (ACS), reported plans were in place for the
135 ACS convention from October 6 - 9, 2022. Ms. Ryan stated the in-person convention would be an event
136 with a bank of online sessions available. Ms. Ryan also reported the credits could be differentiated
137 between in-person and distance categories. Ms. Ryan went on to state the Society has been working and
138 collaborating with the Veterans Administration (VA). The VA has implemented the community care
139 network program into Alaska, and the ACS has been working cooperatively with the VA as well as TriWest
140 to help statewide offices navigate complex changes and communicate those changes to their membership.
141

142 Ms. Ryan asked the board to review current regulations governing licensure by examination and discussed
143 apparent unintended consequence of some requirements. Ms. Ryan stated that new graduates of
144 chiropractic college were being forced to submit 32 hours of continuing education, although that was not
145 the original intent of the regulation; which she stated was to ensure adequate professional development
146 of chiropractic physicians whose licenses had lapsed for a significant amount of time. The board briefly
147 discussed Ms. Ryan's concerns and their statutes/regulations.
148

149 *Recess The board recessed for a short break at 10:50 a.m.; and reconvened at 11:15 a.m. Dr. Larson*
150 *conducted a roll call; all members were present except Dr. Morris. A quorum remained in effect.*
151

152 **On a motion duly made by Tim Kanady, seconded by John Lloyd, and approved by**
153 **majority through roll call, it was RESOLVED to START a regulation project to address**
154 **appropriate changes for licensure by examination.**
155

156 Mr. Kanady volunteered to lead the process to draft regulations language for full board consideration.
157

158 *11:20 a.m. James Morris rejoined the meeting.*
159
160

161 On a motion duly made by James Morris, seconded by John Lloyd, and approved
162 unanimously by a roll call, it was RESOLVED to MOVE agenda item 14 to the current
163 time.

164
165 **Item 14 Administrative Business**

166
167 A. **Set Next Meeting Date/Board Travel:**

- 168
- 169 • Friday, October 29 at 9:00 a.m.: In-person meeting –Discussion was held about possibly
170 changing this meeting to Tuesday October 12, 2021 at 8:00 a.m. to ease travel requirements
171 if approval is reached for board travel to the FCLB meeting in October.
 - 172
 - 173 • Friday, February 11 at 9:00 a.m.: In-person meeting in Juneau
 - 174
 - 175 • Friday, May 13, 2022 at 9:00 a.m.: Regular teleconference
 - 176
 - 177 i. October FCLB District Meeting Attendees –The board identified Dr. Morris and Dr.
178 Kanady as board member delegates to the meeting and requested professional
179 licensing staff presence. Mr. Bowman will work on processing the approval for travel.
180

181 **Item 8 Public Comment**

182
183 Public comment was solicited. There were no members of the public in attendance in person or via
184 teleconference that desired to provide comment.

185
186 **Item 9 Lunch**

187
188 *Recess The board recessed for lunch at 11:39 a.m.; and reconvened at 1:03 p.m. Dr. Larson conducted a*
189 *roll call; all board members were present.*

190
191 **Item 10 Investigative Report**

192
193 Ms. Prieksat presented the investigative report for the time period from April 22, 2021 to July 20, 2021.
194 Ms. Prieksat reported there were five cases opened and two were closed. Ms. Prieksat stated Investigator
195 Bautista intends to provide board training on investigations at the next regular meeting.

196
197 **Item 11 Discipline Matrix**

198
199 The board discussed the existence of standardized discipline matrices existent in other professions
200 regulated by the Division. The board decided to move ahead to prepare a standardized matrix for the
201 profession. Ms. Prieksat stated the need to rely on previous precedent when developing the matrix, and
202 the ability of investigations to provide documentation of previous case precedents. Investigator Prieksat
203 also discussed the need to stay within statutes for the disciplinary matrix. Ms. Prieksat also discussed the
204 need for due process and consultation with the Department of Law in taking license actions.

205
206 **Item 12 Budget Report/Division Update**

207
208 The board requested an update on the status of the boards budget and specifically whether it was
209 projected that fees would increase. Mr. Bowman explained that the third quarter of fiscal year 2021 had
210 been presented at the April board meeting and the fourth quarter report had not yet been finalized. Mr.
211 Bowman also stated a fee analysis had been requested and could be provided at the next meeting.

212
213 General discussion was held regarding the revenue sources and expenses of the board, and how expenses
214 figured into future licensing fees.

215
216 **Item 13 Regulations Projects**
217

218 There are no active regulations projects in process at this time. New potential projects discussed were
219 addressed per below:
220

221 **A. Military Spouse Courtesy Licensing**
222

223 The board discussed Senate Bill 12 and its requirements to offer an expedited licensure process for military
224 wives. The current issue with expedited licensing was identified as the extended length of time required
225 to obtain currently required documentation. The board discussed other jurisdictions temporary licenses,
226 courtesy licenses and licensing by reciprocity. The board concluded there was no action to be taken at this
227 point due to a lack of information regarding what may be required and will take up the topic when there is
228 more clarity about the necessary implementation of the law. The board agreed to take up this issue at the
229 October 2021 meeting.
230

231 **B. Emergency Courtesy License Regulations**
232

233 The board examined and looked at Emergency Courtesy License regulations implemented by the Board of
234 Certified Direct Entry Midwives, Board of Professional Counselors and Board of Licensed Social Workers.
235 The board agreed it would be helpful to draft language for a proposed regulation addition. Dr. Larson
236 volunteered to draft a profession appropriate recommendation for submission to the board to begin a
237 future regulation project. There was also a discussion about the regulations project and what steps are
238 required to implement a new regulation.
239

240 *Recess The board recessed for a break at 2:26 p.m.; and reconvened at 2:32 p.m. Dr. Larson conducted a*
241 *roll call vote; all board members were present.*
242

243 **Item 14 Administrative Business- Continued**

244 **B. Task List**
245

246 Mr. Bowman:

- 247 • Resend the URC Committee invitation to apply to licensees
- 248 • Check to see if the State has a list of public members who may be interested in serving on the URC
- 249 • Send letters to URC applicants who were appointed welcoming them to committee
- 250 • Send an informative email to all current licensees with a reminder of the CE requirements for re-
251 licensure during the next renewal starting 01/01/2023.
- 252 • Reply to correspondence stating there were no statutes or regulations in Alaska referring to
253 manipulation under anesthesia.
- 254 • Process travel approvals for Mr. Morris, Mr. Kanady and Mr. Bowman for the October FCLB District
255 meeting.
- 256 • Send link to board resources page to members
257

258 Dr. Larson:

- 259 • Draft chiropractic emergency license regulation language for submission to Mr. Bowman for board
260 consideration.
261

262 Dr. Lloyd:

- 263 • Draft proposed updated board COVID-19 guidelines and forward to Mr. Bowman for board
264 distribution and review
265

- 266 Dr. Kanady:
267 • Draft proposed regulation to address CE requirements for recent graduates of chiropractic college
268 and amend regulations related to licensing by examination.
269

270 **C. Board Training Online Resources and Discussion**
271

272 Mr. Bowman showed board members the board resources website on the CBPL site and some of
273 the documents available for reference. The board agreed it would be helpful to have more
274 training in board functions and processes.
275

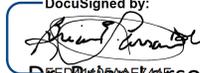
276 The meeting was adjourned at 3:14 p.m.
277

278 Respectfully submitted:
279

280 Reid Bowman, Licensing Examiner
281

282
283 Approved:

284 DocuSigned by:

285 

286 Dr. Brian Larson, Chairperson
287 Board of Chiropractic Examiners
288

289 Date: [11/15/2021](#)

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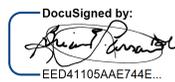
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Status: Original	Holder: Reid Bowman	Location: DocuSign
11/11/2021 2:43:27 PM	reid.bowman@alaska.gov	
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Signer Events

Dr. Larson
 larson.brian.e@gmail.com
 Security Level: Email, Account Authentication (None)

Signature



Signature Adoption: Drawn on Device
 Using IP Address: 24.237.248.33

Timestamp

Sent: 11/11/2021 2:47:26 PM
 Viewed: 11/15/2021 7:09:07 AM
 Signed: 11/15/2021 7:12:14 AM

Electronic Record and Signature Disclosure:

Accepted: 11/15/2021 7:09:07 AM
 ID: d1efc6e2-2f0c-4ded-90cd-6aa699adb8fd
 Company Name: State of Alaska

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Envelope Summary Events	Status	Timestamps
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Completed	Security Checked	11/15/2021 7:12:14 AM

Payment Events	Status	Timestamps
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Consent to Electronically Undertake the TRANSACTION

You can electronically undertake the TRANSACTION only if you confirm that you meet the following requirements by selecting the box next to “I agree to use electronic records and signature” (the “AGREE BOX”):

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3. you can retain all of the TRANSACTION records in a form that you will be able to fully access for later reference;
4. you consent to undertake the TRANSACTION electronically; and
5. you are authorized to undertake the TRANSACTION. (Please note that falsely undertaking the TRANSACTION may subject you to civil liabilities and penalties and/or to criminal penalties.)

If you cannot or are not willing to confirm each of these five things, do not select the AGREE BOX.

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If you select the AGREE BOX, you can withdraw your consent to electronically undertake the TRANSACTION at any time before you complete the TRANSACTION: simply do not finalize it. The only consequence of withdrawing your consent is that you will not finalize the TRANSACTION.

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