LA BOARD OF CHIROPRACTIC EXAMINERS

SUMMARY OF MINUTES

**BOARD MEETING – JANUARY 26, 2023**

Members Present: Dr. Mark B. Kruse, President; Dr. Ned J. Martello, Vice-President; Dr. Michael Traxler,

 Secretary-Treasurer; Dr. Michael R. Cavanaugh.; Dr. Kelleigh A. Payne; Dr. Denise

 Rollette.

Members Absent: Peggy Anselmo, Consumer Member.

Staff Present: Patricia A. Oliver, Executive Director, Shellie Hebert-Schmidt, Administrative Assistant

Legal Counsel: Madeline Carbonette, Asst. Attorney General.

Audience: Tim Chittom, CAL; Charles Herring, DC, Gonzales, LA; Tim Sonnier, Baton Rouge,

 LA.

Meeting called to order at 8:41 a.m., Dr. Mark B. Kruse, President, presiding.

Formal hearing, **Docket 2022-01, Derrek Mart, DC**, has been continued without date, due to request from defendant’s counsel for time needed for preparation.

The draft version of the **minutes** of the 12/15/2022 meeting was emailed to all Board members for review. Motion made by Dr. Martello, seconded by Dr. Cavanaugh, to approve the minutes and release to the public. With no objections, motion carries unanimously.

**PUBLIC COMMENT:** None received.

**INTEGRITY CHECK:** None.

**STANDING COMMITTEE REPORTS**

* **COMPLAINT COMMITTEE REPORT by Dr. Rollette and Dr. Cavanaugh**:

 No specific complaint action to report at this time.

 Dr. Rollette notes that the “disciplinary fine committee” of Dr. Payne, Dr. Martello, and Dr. Rollette discussed the current fine system. Dr. Rollette suggest the ‘fine system should be published on the webpage and that the online renewal would clear up a lot of the delinquent renewal issues. Ms. Oliver asked to speak to Ms. Cangelosi about publication of the fine system, who said the fine system is an internal tool that is not a published or formal document. She does not recommend publication of the fine system fees. Matter to be left on the agenda for future discussion.

* **FINANCE COMMITTEE REPORT** **by Ms. Oliver and Dr. Martello:**

 **Financial statement** for December 2022 was prepared by Ms. Oliver and provided to the Board. Motion made by Dr. Cavanaugh, seconded by Dr. Martello, to accept the **financial statement as** prepared. With no objections, motion carried unanimously.

 **CD Report** discussed by Dr. Traxler and Ms. Oliver. No changes since last board meeting**.** Some CD activity will occur in February.

 **Financial Activity Log of Expense and Expenditures** was presented to and reviewed by the Board as well as all bank statements since the last meeting. All members signed the cover sheet for the log. Motion made by Dr. Cavanaugh, seconded by Dr. Martello, to accept the log as presented. With no objections, motion carries unanimously.

 Relative to the **‘deposit trends”** report, Ms**.** Oliver updated the chart since the last board meeting and provided a copy to all Board members.

 Relative to “**Financial Planning**”, no new information from Dr. Kruse, but keep on the agenda.

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* **PEER REVIEW COMMITTEE REPORT by Dr. Martello:** No activity to report at this time.
* **STANDARDS & PRACTICES by Dr. Traxler:** No information to discuss.
* **LAW & LEGISLATION:**

 Ms. Oliver *reminds* all board members and staff of the annual requirement to take the state **Ethics** course by 12/31 and to submit proof of completion to the Board.

 Ms. Oliver *reminds* all board members and staff of annual requirement to take the state **Sexual Misconduct** course by 12/31 annually and to submit proof of completion to the Board.

 Ms. Oliver reminds all board members of new annual requirement which is **CYBER training**.

 Report by Dr. Rollette from the “**Preceptorship Review**” Committee and the **“Internship Eligibility**: Committee combined– no report available.

 Report by Dr. Rollette from the “**Testimonials Language** Review” Committee – no report available, however Dr. Rollette feels that “google reviews” should be allowed on websites.

 Continued discussion on **Act 461** – **violence in the workplace**. Dr. Kruse will create language.

 Dr. Kruse provided draft language in the upcoming Legislative Session in 2023 on the following topics authored by Rep. Stefanski: **Board member appointment terms & Chiropractic application deadline** change from 30 days to 10 business days.

1. **TESTING** **Committee Report** **by Ms. Oliver:**

 Ms. Oliver notes new rolling test date procedure being utilized. Licensure exams are being administered on an individual basis as application procedures are finalized.

* **ADMINISTRATIVE OVERSIGHT:**

Current leave records of **Ms. Hebert-Schmidt** and **Ms. Oliver** since the December 2022 board meeting were reviewed and approved by Dr. Traxler**,** and the full Board present reviewed and approved the leave and payroll records of both employees Dr. Traxler notes all paperwork and leave records are in order and documented.

* **OFFICE PERFORMANCE INDICATOR REPORT:** Office activity/work product 12/10/2022 to 01/20/2023:
* Phone calls received: 211
* Licensure Application packets requested & mailed: 5
* New Applications Received w/Fee: 7
* New Applications Reaad to Take Test: -0-
* New Licenses Issued: 1
* Complaints Filed & Opened: 3
* Complaints closed: 4
* Complaints Pending: 57
* DC license renewals received & processed: 326
* DC license renewals returned as “incomplete” or “missing CE”: 20
* Delinquent license renewal fees paid: 7
* License verifications Requested/Reports Issued: 28
* License verification ordered online: 62
* New X-ray certificates issued: 5
* X-ray certs renewed: -0-
* Public records requests: -0-
* Subpoenas received: -0-
* Seminars reviewed: 17
* CE locate requests received: 6
* List requests received and processed: 5
* National licensee alerts received and logged: 1
* Peer Review Requests: -0-
* Dry Needling certificates issued: 2
* Duplicate Licenses Issued: 3
* Duplicate Xray Certificates Issued: -0-
* License Renewal Cards Purchased: 35
* Blue Books purchased: -0-
* Minutes Subscriptions: 1
* “Travel to Treat” temporary licenses: -0-
* # of Emails Received: 363

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* **GENERAL CORRESPONDENCE**:
* NBCE regarding test writing committee meeting
* FCLB regarding district meeting info.

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* **SEMINAR REVIEW by Dr. Traxler:**

Dr. Traxler reports he has reviewed 17 seminars since the last meeting.

**OLD BUSINESS:**

Continued discussion relative to the Board’ current policy on “**internships**” and eligibility requirements for the supervisory licensee. Committee was formed at last meeting, however, no new info for presentation.

Continued discussion held on “**preceptorships**” in Louisiana. Ms. Oliver notes a prior declaratory statement mentions that ‘preceptorships” are part of student curriculum and not addressed in LA statutes. Statutes needs to be addressed to incorporate “preceptorships”- discussed at “Law & Legislation”.

**NEW BUSINESS:**

Request received from **Brandon Venden, D.C.,** Shreveport, LA**, f**or an extension of time to complete CE requirements. Motion made by Dr. Cavanaugh, seconded by Dr. Rollette, to grant a 60-day extension of time to complete the requirements. With no objections, motion carries unanimously.

Request received from **Andrea Madhere**, D.C., Baton Rouge, LA for an extension of time to complete her CE requirements. Motion made by Dr. Cavanaugh, seconded by Dr. Martello, to grant a 60-day extension of time to complete the requirements. With no objections, motion carries unanimously.

Request received from **Denise Florane**, D.C., Covington, LA, for an extension of time to complete her CE requirements. Motion made by Dr. Cavanaugh, seconded by Dr. Rollette, to grant a 60-day extension of time to complete the requirements. With no objections, motion carries unanimously.

Request received from **Yasmin Cosey**, D.C., Briarwood, NY, for an extension of time to complete her CE requirements. Motion made by Dr. Traxler, seconded by Dr. Cavanaugh, to grant a 90-day extension of time to complete the requirements. With no objections, motion carries unanimously.

Request received from **Alicia Yochum, D.C**., Aurora, CO, to waive RM requirements due to “death in the family”. Motion made by Dr. Cavanaugh, seconded by Dr. Martello, to waive 2 “RM” hours for CE. With no objections, motion carries unanimously.

Request received from **James “Butch” Sonnier, D.C**., Baton Rouge, LA, to waive delinquent renewal fee. Motion made by Dr. Cavanaugh, seconded by Dr. Payne, to deny the request for delinquent fee waiver. With 5 yeas, 1 nay, motion carries.

Ms. Oliver notes subscription renewal of “**Professional Licensing Report**” is due. Motion made by Dr. Cavanaugh, seconded by Dr. Kruse to not renew the subscription at this time. With no objections, motion carries unanimously.

Ms. Oliver notes items requiring board attention and/or action were received after the agenda was prepared, posted and mailed. Motion made by Dr. Kruse, seconded by Dr. Cavanaugh, to amend the posted agenda to include those items. Roll call vote: Rollette – Yes; Martello – Yes; Traxler – Yes; Cavanaugh – Yes; Payne – Yes; Kruse – Yes. With 6 yeas, 0 nays, agenda is amended.

 Request received from **Charles Herring, D.C**., Gonzales, LA, who had a delinquent renewal received on 01/25/2023, to renew his license retroactive to 01/01/2023. Motion made by Dr. Cavanaugh, seconded by Dr. Traxler to renew Dr. Herring’s license back to 01/01/2023. With no objections, motion carries unanimously.

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 Request received from **Eliah Globke, D.C**., Monroe, LA, who had a delinquent renewal received on 01/13/2023, to renew his license retroactive to 01/01/2023. Motion made by Dr. Cavanaugh, seconded by Dr. Traxler to renew Dr. Globke license back to 01/01/2023. With no objections, motion carries unanimously.

 Request received from **Kristi Globke, D.C**., Monroe, LA, who had a delinquent renewal received on 01/13/2023, to renew her license retroactive to 01/01/2023. Motion made by Dr. Cavanaugh, seconded by Dr. Traxler to renew Dr. Globke license back to 01/01/2023. With no objections, motion carries unanimously.

**Upcoming Events:**

* Next Board Meeting, 04/20/2023, time to be announced.
* NBCE Part IV Testing, nationwide, 05/20-22/2023.
* Annual license renewal deadline: 12/31/2023

Motion made by Dr. Martello, seconded by Dr. Cavanaugh, to adjourn. With no objections, meeting is adjourned at approximately 10:23 a.m. With no objections, motion carries unanimously,

MEETING ADJOURNED 10:23 a.m..