



MEETING
FCLB Board of Directors
Tuesday, November 7th and 8th, 2020
via Orlando, FL

MINUTES

NOTE: Minutes are not totally chronological, as discussion and motions related to a specific agenda item are consolidated under that topic.

PRESENT:

OFFICERS:

Karlos Boghosian, D.C., President
Carol Winkler, D.C., Vice President
Keita Vanterpool D.C., Treasurer
Margaret Colucci, D.C., Immediate Past President

EXECUTIVE BOARD OF DIRECTORS:

James Buchanan, D.C., District I Director
Robert Daschner, D.C., District II Director & Board Chair
George Khoury, D.C., District III Director
Karen Champion, D.C., District IV Director
Ned Martello, D.C., District V Director

ADMINISTRATIVE FELLOW DIRECTOR:

Patricia Oliver, Administrative Fellow Director

ALTERNATE DIRECTORS:

Lisa Kouzes, D.C., District I Alternate Director
Brian McIntyre, D.C., District II Alternate Director
Cathy Riekeman D.C., District IV Alternate Director

LEGAL:

Mr. Dale Atkinson, Attorney

STAFF:

Dr. Jon Schwartzbauer, Executive Director
Ms. Julie Finn, Executive Assistant
Ms. Vicki Young, Finance and Benefits Manager
Ms. Kelly Webb, PACE and PR Coordinator
Ms. Janelle Grier, Program/CIN-BAD Administrator

MEETING DETAILS

I. Call to Order, Roll Call, Announcements, Integrity Check

The meeting was called to order at 1:04 pm EST.

Dr. Schwartzbauer noted the board members and staff as listed.

Announcements: Dr. Boghosian expressed his gratitude to the FCLB staff and to Dr. Schwartzbauer for their dedication and adapting to continuing to serve our member boards during these challenging times.

II. Consent Agenda

<u>M / S</u>	<u>Oliver / Martello</u>	<u>to approve the motions in the consent agenda as written.</u> <i>All in favor. None oppose.</i>
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- A. Board Meeting Agendas
- B. Ratification - Electronic Minutes and Ballots (Full Board)
- C. Standing Rules
- D. Board Policy Manual

1. Policy and Procedures Update

Dr. Winkler informed the Board that the committee chair has had a conference call with Mr. Atkinson. Chapters 1, 2, and 3 will be submitted with revisions for review of the committee by November 23, 2020.

III. Possible Guests

- 1. **FCA Leadership**
Debbie Brown thanked the Board for everything that they do to advance chiropractic, and expressed the FCA's support of the FCLB mission.
- 2. **Chiro Congress**
Dr. Dan Spencer, MI, introduced the Board to Chiro Congress' new Strategic Plan. Dr. Rachel Wendt, CO, informed the Board that the next Chiro Congress convention will be in Hawaii in 2021. In November they will host a mini convention virtually.
- 3. **NBCE**
Dr. Daniel Côte thanked Drs. Boghosian and Winkler for all that they have done and continue to contribute to the NBCE and creating the best working relationship between the FCLB and the NBCE that he has seen. He asked the Board to allow for discussion about opening up a seat on the FCLB board for a member of the NBCE board.
- 4. **Dr. Sherry McCallister - Foundation of Chiropractic Progress**
Dr. Sherry McCallister made a presentation to the Board about FC4P, the past year and the years ahead.
- 5. **Dr. Jason Jaeger - NBCE**
Dr. Jaeger thanked the Board for everything that they do and all the hard work they do for regulation in chiropractic.

LEGAL ISSUES

III. Legal Issues

- 1. None to Date

FCLB GONVERNANCE / OPERATIONS / SERVICES

1. Financial Report

1.1 Membership Dues Report

A. 2021 Dues Schedule / Invoice

The Board discussed this upcoming years membership dues.

<u>M / S</u>	<u>Winkler / Khoury</u>	<u>To maintain the 2.5% increase for the year 2021. 8 in Favor. Oliver and Martello opposed. The motion carries.</u>
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B. Member Benefits

1.2 Budgetary issues as of 9-30-2020

A. Status Report

B. Profit & Loss Report

C. Programs & Meetings Ledger

D. Board of Directors Designated Funds

1.3 Preliminary Draft Budget

Dr. Vanterpool presented the 2020 budgeted and actual funds through 9/30/2020, as well as the 2021 preliminary budget to the Board.

1.4 Operating Fund

<u>M / S</u>	<u>Oliver / Winkler</u>	<u>To approve reallocation of \$ 34,824.00</u> <u>Approximately 3% projected 2020 revenues to the Operating fund effective 12-31-2020.</u> <u>This will bring the total in the 12 Month operating fund to \$ 515,865.00</u> <u>(Approximately 53% of our 12 month goal)</u> <i>All in favor. None oppose. None Abstain.</i>
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2. District Meetings

2.1 2020 District Meeting Overview

A. Evaluations

Dr. Schwartzbauer went over the evaluations with the Board that were overall very positive. Dr. Winkler thanked Dr. Schwartzbauer and staff for the amount of dedication and work that went into creating a virtual platform in such a short amount of time.

2.2 2021 Meeting Dates and Locations

2.3 District Meeting Vouchers

<u>M / S</u>	<u>Winkler / Khoury</u>	<u>To approve three days of global daily reimbursement to the Board for the District Meeting.</u> <i>All in favor. None Opposed. None Abstain. Motion carries.</i>
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<u>M / S</u>	<u>Winkler / Khoury</u>	<u>To approve one day global daily reimbursements for the September 8th Board meeting.</u> <i>All in favor. None Opposed. The motion carries.</i>
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3. Mid Year Meeting

3.1 2021 Mid Year Meeting

To coincide with Chiro Congress or NBCE?

The Board discussed whether or not the have the 2021 Mid-Year meeting in conjunction with Chiro Congress in Hawaii.

<u>M / S</u>	<u>Khoury / Campion</u>	<u>To have the 2021 Mid-Year meeting in association with Chiro Congress on Nov. 4th in Hawaii.</u> <i>6 in Favor. Martello and one other board member oppose. Oliver and one other board member Abstain. The Motion Passes.</i>
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Dr. Vanterpool approached the board with a motion to amend her vote on the midyear meeting in Hawaii with the following considerations: fiscal responsibility in these uncertain times. The majority of the Board voted in opposition, with the exception of Drs. Colucci and Vanterpool. Ms. Oliver abstained.

4. PACE

4.1 PACE Program Status

- A. Boards Update
- B. Providers Update
- C. Website update

<u>M / S</u>	<u>Martello / Buchanan</u>	<u>To appoint Drs. Scott Hansing, Richard Tollefson, Dionne McClain, Brian Wells, Wayne Goforth, Ron Cohn, Glenn Taylor, Vanessa Wise, Cass McCloud-Skinner, Annette Coon to the PACE Review Team.</u> <i>All in favor. None Opposed. None Abstain.</i>
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4.2 Utilization Chart - Update

4.3 Governing Documents Amendments

5. FCLB Board of Directors

5.1 FCLB Board Composition

The Board discussed the idea of creating an additional seat of the FCLB Board designated for a member from the NBCE Board.

<u>M / S</u>	<u>Martello / Oliver</u>	<u>To recess the meeting until Sunday November 8th, 2020. All in favor. None oppose. None abstain. The motion carries.</u>
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Dr. Vanterpool posed a statement to the board to consider future board seat(s) to be a public member that would be inclusive and its composition be more diverse i.e. skill set, background, perspective. She also cited there should be an interview process.

Item was tabled for later discussion.

The Meeting Recessed at 4:49 pm. EST. to resume on Sunday morning November 8th, 2020 at 9:00 am EST.

Sunday November 8th, 2020

Call to Order at 9:01 am EST

PRESENT:

OFFICERS:

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Carol Winkler, D.C., Vice President
Keita Vanterpool D.C., Treasurer
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Dr. Jon Schwartzbauer, Executive Director
Ms. Julie Finn, Executive Assistant
Ms. Vicki Young, Finance and Benefits Manager

Announcements: Dr. Boghosian gave the Board an announcement from the ACC.

6. Personnel Issues

6.1 COLA - cost of living adjustment

<u>M / S</u>	<u>Martello / Oliver</u>	<u>To go into executive session. All in favor. None oppose. None abstain. The motion carries.</u>
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The Board enters into Executive session at 9:07 a.m. EST.

The Board exits Executive session at 10:35 a.m. EST.

<u>M / S</u>	<u>Martello / Winkler</u>	<u>To ratify the decisions made in executive session. All in favor. None Opposed. Motion Carries.</u>
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7. Membership Issues

7.1 None to Date

8. FCLB Technology & Communications

8.1 Software and Website update

8.2 Official Directory

9. Committees

9.1 CBAC

9.2 CCCA Update

Dr. Schwartzbauer updated the Board on the CCCA program.

9.3 Investment Committee

Dr. Daschner updated the Board on the committee meeting that occurred the week prior to the Mid-Year meeting of the Board.

Dr. Vanterpool reviewed the investments that were made last year. The Board discussed where to allocate the funds of a CD that is maturing at the end of November.

Dr. Vanterpool also suggested using Amazon Smile as a way to gain passive revenue for the FCLB.

9.4 Resolutions and Bylaws Committee

Dr. Boghosian discussed the two resolutions that will be presented at the annual conference in 2021, and informed the Board that there will be an additional resolution that will be submitted before the deadline.

9.5 Appointments / Changes to Special and Standing Committees

Dr. Boghosian made appointments and changes to some of the standing committees as follows:

Finance and Audit Committee

Keita Vanterpool, D.C.; Mark Bronson, D.C.; Cathy Riekeman, D.C.

Nominating Committee

Maggie Colucci, D.C.; Michael Remmick, D.C.; Margaret Friehtaut, D.C.;
Greg Lewis, D.C.; Richard Guarino, D.C.; Robert Alpert, D.C.

Resolutions and Bylaws Committee

Kevin Fogarty, D.C.; Daniel Cote, D.C.; George Curry, D.C.; Robert Frieman, D.C.;
Jason Jaeger, D.C.; Brian McIntyre, D.C.

Chiropractic Board Administrators Committee

Beth Carter; Lisa Blanchard; Emily Cronbaugh; Patricia Oliver

Certified Chiropractic Clinical Assistant Committee

Jason Hulme, D.C.; Cassandra Hulme, CCCA; James Buchanan, D.C.;
Margaret Friehtaut, D.C.; Brian McIntyre, D.C.; Carol Winkler, D.C.;
Jason Young, D.C.; Robert DeBonis, D.C.; Ned Martello, D.C. ; Lisa Blanchard

Investment Committee

Keita Vanterpool, D.C.; Robert Daschner, D.C.; Richard Guarino, D.C.

Model Practice Act

Christopher Waddell, D.C.; James Buchanan, D.C.; Karen Campion, D.C.;
Joseph Donofrio, D.C.; William Rademacher, D.C.; Kevin Sharp, D.C.

PACE Committee

Robert Daschner, D.C.; William Rademacher, D.C.; Julie Strandberg;
Justin Klein, D.C.; James Anliot, J.D.; John Downes, D.C.;
Shannon Gaertner-Ewing, D.C.

Supporters/Friends of the FCLB Committee

Danita Heagy, D.C.; Rachel Wendt, D.C.; Debra Hoffman, D.C.;
George Khoury, D.C.; Lisa Lazara-Bazzani, D.C.; Patricia Oliver;
Hank Hulteen, D.C.; Nelson Velez, D.C.; Keita Vanterpool, D.C.

Passport Credentialing Committee

Kindra Ingram, D.C.; Patricia Schumacher, D.C.; Emily Cronbaugh

Specialty Councils - Task Force

Karen Campion, D.C.; Richard Cole, D.C.; Beth Ehlich, D.C.; Margaret Friehtaut, D.C.
Steven Gould, D.C.; George Khoury, D.C.; Julie Mayer-Hunt, D.C.;
Cynthia Tays, D.C.; Carol Winkler, D.C.; Beth Kidd

Pandemic Mitigation Task Force

Robert Freiman, D.C.; Carol Winkler, D.C.; Ray Foxworth, D.C.;
Sherry McAllister, D.C.; Chandra Sasseville, D.C.; Karlos Boghosian, D.C.

Policies and Procedures Committee

Carol Winkler, D.C.; Karen Campion, D.C.; Robert Daschner, D.C.;
George Khoury, D.C.; Lisa Kouzes, D.C.; Karlos Boghosian, D.C.;
Brian McIntyre, D.C.

Telehealth Committee

Wayne Bennett, D.C. (Co-Chair) ; Keita Vanterpool, D.C.; Cynthia Tays, D.C.; Carol Winkler, D.C. (Co-Chair); David Paris, D.C.; Ray Foxworth, D.C.; Margaret Colucci, D.C., (Consultant) ; Farrel Grossman, D.C. ; George Khoury, D.C.

Diversity and Inclusion Committee

Jason Young, D.C.; Dionne McClain, D.C; Kimberly Olgetree, D.C.; Anthony Spivey M.D.; Nelson Velez, D.C.; Keita Vanterpool, D.C.

<u>M / S</u>	<u>Oliver / Martello</u>	<u>To approve the presidential appointments and removals to the Committees. All in favor. None oppose. None abstain. Motion passes.</u>
9.6	CBLAC Dr. Schwartzbauer gave an update of the CBLAC meeting that occurred on November 6 th , 2020.	
9.7	Model Practice Act - Task Force	
9.8	Supported / Friends of the FCLB Committee	
9.9	Specialty Councils - Task Force Dr. Campion updated the Board on the Specialty Councils task force. The task force, has been working closely with Mr. Atkinson, to work on the language for the Model Practice Act to include specialty groups and programs.	
9.10	Pandemic Mitigation Task Force	
9.11	Remediation - AD HOC Committee	
9.12	Telehealth Task Force	
9.13	Diversity & Inclusion Task Force	
10. New Programs		
10.1	None to Date	
11. Annual Conference - 2021, & 2022 & 2023		
11.1	2021: West Palm Beach, FL - Hilton Hotel April 28- May 2, 2021	
11.2	Theme, Topics for Annual Conference Educational Agenda The Board discussed the educational component of the 2021 Conference.	
11.3	2022: Denver, Colorado - Grand Hyatt	
12. CIN-BAD		
12.1	CIN-BAD program update	

REGULATORY ISSUES

13. Accreditation

13.1 **None to Date**

14. Member Boards: Specific Issues

14.1 **State Requested Power Polls**

15. Examinations

15.1 **NBCE Exams (US)**

Dr. Boghosian and Dr. Winkler updated the Board that all the exams have now been administered and all the students who had been displaced in testing due to the Pandemic would be caught up by the end of November.

15.2 **IBCE (International)**

16. Other Regulatory Bodies

16.1 **FCC - 2021 Annual Meeting Attendance**

The FCLB has reached out to President David Hayes about their 2021 Annual meeting.

16.2 **ICRS**

The FCLB has reached out to Lisa Richard, President about their 2021 annual meeting.

STAKEHOLDER INTERACTION

17. Requests from Other Organizations

17.1 **Foreign Application Update**

Dr. Schwartzbauer followed up with Dr. Hoffman about possible next steps.

17.2 **FARB Management Announcement**

FARB has agreed to contract with a new management company. The Board expressed their thanks to Mr. Atkinson for everything that he has done for FARB.

18. Professional Associations

18.1 **None to Date**

19. Recent Meetings

19.1 **NBCE Mid-Year Meeting**

Dr. Winkler updated the Board from the NBCE Mid-year Board meeting.

Dr. Boghosian informed the Board of the collaboration between the FCLB and the NBCE and future PR work.

20. Upcoming Meetings

20.1 **None to Date**

21. Public Forum

21.1 **None to Date**

New Business

23. New Business

23.1

2021 Budget

M / S

Oliver / Buchanan

To adopt the 2021 budget as presented at the 2020 Mid-Year Meeting in Orlando, FL.
All in favor. None oppose. Motion carries.

ADJOURN

M / S

Martello / Winkler

to adjourn the meeting. *All in favor. No opposition. None Abstain. Motion carries.*



The meeting was adjourned
1:25 pm EST.

Jon Schwartzbauer, DC

Executive Director

With appreciation to Janelle Grier for assistance in the Minutes.