



MEETING  
**FCLB Board of Directors**  
Friday and Saturday March 4-5, 2022  
The Elliot Center - Greeley, CO

**MINUTES**

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

**PRESENT:**

**OFFICERS:**

Carol Winkler, D.C., President  
Keita Vanterpool, D.C., Vice President  
Robert Daschner, D.C., Treasurer  
Karlos Boghosian, D.C., Immediate Past President

**EXECUTIVE BOARD OF DIRECTORS:**

Lisa Kouzes, D.C., District I Director  
Brian McIntyre, D.C., District II Director  
George Khoury, D.C., District III Director  
Karen Campion, D.C., District IV Director & Board Chair  
Beth Ehlich, D.C., District V Director

**ADMINISTRATIVE FELLOW DIRECTOR:**

Ms. Beth Kidd, Administrative Fellow Director

**ALTERNATE DIRECTORS:**

Mr. Glenn Taylor, District I Alternate Director via Zoom

**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

**Call to Order:** 8:39 am MST

**Integrity Check:** Has anyone had any undue influence from any outside source or any conflict of interest since the last board meeting?

Dr. Winkler informed the board that she had been contacted by someone from the North Dakota Board of Nursing to be an expert witness as a chiropractor. This led to a conversation with Dr. Craig Little of the CCE to discuss education pertaining to manipulation.

Dr. Winkler also informed the board that she would reimburse the FCLB for her participation in the ACA Engage meeting because she gained CE credit for her attendance.

#### **Announcements: Guest**

Dr. Schwartzbauer introduced the auditor, Mrs. Melissa Bigler from Anderson and Whitney. Ms. Bigler gave a status update on the audit.

### II. Consent Agenda

#### A. Board Meeting Agendas

#### B. Standing Rules

<u>M/S</u>	<u>Kouzes / McIntyre</u>	<u>To approve the motions in the consent agenda as written. All in favor. None opposed. Motion carried.</u>
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#### C. Minutes -January 11, 2022

Dr. Vanterpool no longer wanted to make changes to the minutes from January 11, 2022 and the previous approval of the minutes stands. No changes made.

#### D. Board Policy Manual

##### 1. Revision Process - Update

Dr. Kouzes gave an update to the board about the changes to the Board Policy Manual.

Break 9:30 AM MST

Reconvene: 9:41 AM MST

##### 2. Campaigning: Following up discussion from the November, 2021 Phoenix in person meeting.

Following up on the discussion in the November 2021 meeting in Phoenix, the board discussed campaigning. They discussed guidelines and language for the Board Policy Manual.

Break 10:40 AM MST

Reconvene: 10:51 AM MST

##### 3. DEI Statement

Dr. Winkler presented to the board a DEI statement that Mr. Atkinson developed. She will provide this statement to the DEI Committee to consider.

Break for lunch 12:10 PM MST

Reconvene: 12:54 PM MST

**4. Communication: to follow up discussion from the November 2021 Phoenix in person meeting.**

The board discussed communication as a follow-up to the discussion from the November 2021 meeting in Phoenix.

<b>M/S</b>	<b>Kidd / Daschner</b>	<b>To go into executive session for matters requiring legal advice pursuant to FCLB Bylaws Article VIII, Section 4 and Policy 4.8, Chapter 4. <i>All in favor. None opposed. Motion passed.</i></b>
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Enter in Executive Session at 1:35 pm MST

<b><u>M/S</u></b>	<b><u>Daschner / Kidd</u></b>	<b><u>To adjourn for the day.</u> <i>All in favor. None opposed. Motion carries.</i></b>
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Adjourn 5:45 pm MST

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Saturday March 5, 2022

PRESENT:

OFFICERS:

Carol Winkler, D.C., President  
Keita Vanterpool, D.C., Vice President (Absent)  
Robert Daschner, D.C., Treasurer  
Karlos Boghosian, D.C., Immediate Past President

EXECUTIVE BOARD OF DIRECTORS:

Lisa Kouzes, D.C., District I Director  
Brian McIntyre, D.C., District II Director via Zoom  
George Khoury, D.C., District III Director  
Karen Campion, D.C., District IV Director & Board Chair  
Beth Ehlich, D.C., District V Director

ADMINISTRATIVE FELLOW DIRECTOR:

Ms. Beth Kidd, Administrative Fellow Director

ALTERNATE DIRECTORS:

LEGAL:

Mr. Dale Atkinson, Attorney

STAFF:

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

Call to Order: 8:48 am MST

Announcements: None

Integrity Check: Has anyone had any undue influence from any outside source or any conflict of interest since the last board meeting?

None Reported.

<u>M/S</u>	<u>Daschner / McIntyre</u>	<u>To go into executive session for matters requiring legal advice pursuant to FCLB Bylaws Article VIII, Section 4 and Policy 4.8, Chapter 4. All in favor. None opposed. Motion carries.</u>
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The Board entered into Executive session at 8:49 AM MST.

The Board exited Executive session at 10:56 AM MST

<u>M/S</u>	<u>Daschner / Kidd</u>	<u>To leave executive session. All in favor. None opposed. Motion carries.</u>
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### III. Legal Issues

#### 1. None to Date

## 1. Financial Report

- 1.1 Budgetary Issues as of 1/31/2022**  
**A. Status Report**  
 Dr. Daschner gave an update to the board.  
**B. Profit & Loss Report**  
**C. Programs & Meetings Ledger**  
**D. Board of Directors Designated Fund**

## 2. District Meetings

- 2.1 2022 District Meeting Dates and Locations**  
 Dr. Schwartzbauer gave an update to the board.

## 3. Mid-Year Meeting

- 3.1 NBCE 2022 Mid-Year Meeting - Update.**  
 Dr. Winkler gave an update to the board.

## 4. PACE

- 4.1 PACE Program Status Report**  
**a. Boards Update**  
 Dr. Daschner updated the board on the PACE program.  
 Dr. Khoury gave an update on PACE acceptance in Pennsylvania.  
**b. Providers Update**  
**c. PACE Audits**  
 Dr. Ehlich spoke to the board about her experience auditing a PACE course. Dr. Dashner spoke to the importance of the PACE audits and thanked Dr. Ehlich for her work on the audit.

<u>M/S</u>	<u>Boghosian / Campion</u>	<u>To appoint Dr. Jaskirat Walia (WA), Dr. Matthew Youngblood (AL) and Dr. Angela Giordano-Powell (AZ) to the PACE review team.</u> All in favor. None opposed. None abstain. Motion carries
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## 5. FCLB Board of Directors

- 5.1 Rental Car Insurance**  
 Dr. Daschner spoke to the board about rental car insurance. It has been recommended that they purchase the insurance when they rent a car while doing FCLB business.
- 5.2 Strategic Plan**

## 6. Personnel Issues

- 6.1 None to Date**

## 7. Membership Issues

- 7.1 None to Date**

## 8. FCLB Technology, Communications, & Social Media

### 8.1 Website & Software Update

Ms. Webb gave a presentation to the board on the updated website. She went over where to find documents and materials.

### 8.2 Official Directory

### 8.3 Social Media Update

## 9. Committees

### 9.1 Investment Committee

Dr. Daschner gave an update to the board.

### 9.2 Finance & Audit Committee - None to Date

### 9.3 Resolutions & Bylaws Committee - None to Date

### 9.4 Model Practice Act Committee

Dr. Campion gave an update to the board.

### 9.5 Telehealth Committee

Dr. Winkler gave an update to the board.

### 9.6 Speciality Councils Task Force

Dr. Campion gave an update to the board.

<u>M/S</u>	<u>Winkler / Daschner</u>	<u>to accept Section 2.10 #5 Delegate Powers, as written.</u> <i>All in favor. None opposed. Motion Carries.</i>
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<u>M/S</u>	<u>Kidd / Winkler</u>	<u>To accept the RCSP Policies.</u> <i>All in favor. None Opposed. Motion Carries.</i>
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### 9.7 Diversity & Inclusion Committee

Dr. Winkler gave an update to the board.

### 9.8 CCCA Committee

### 9.9 CBAC

Ms. Kidd gave an update to the board.

### 9.10 Friends and Supporters of the FCLB Committee - None to Date

### 9.11 Pandemic Mitigation Task Force - Purpose

Dr. Winkler gave an update to the board.

### 9.12 Practitioner Mobility Task Force

Dr. Winkler gave an update to the board.

## 10. New Programs

### 10.1 Architectural Renderings / Tour of the FCLB Executive Offices

Dr. Schwartzbauer presented the architectural renderings of the changes proposed to the home office. The board gave approval for staff to move forward and get quotes on construction costs.

## 11. Annual Conference - 2021, 2022, 2023, 2024

### 11.1 2022: Denver, CO - Tuesday May 3- Sunday May 7, 2022

Dr. Winkler encouraged the District Directors to speak to their boards about the Board Member training that will be offered at the Annual Conference.

### 11.2 2023: West Palm Beach, FL

### 11.3 2024: Staff is researching cities for 2024

- 12. CIN-BAD**  
**12.1 CIN-BAD Program Update**
- 13. Accreditation**  
**13.1 CCE - US- SRTF**  
Dr. Schwartzbauer gave an update to the board on the CCE Standards Review Task Force.
- 14. Member Boards: Specific Issues**  
**14.1 State Requested PowerPolls**
- 15. Examinations**  
**15.1 NBCE Exams (US)**  
**15.2 IBCE (International)**  
None to date
- 16. Other Regulatory Bodies**  
**16.1 None to Date**
- 17. Requests from Other Organizations**  
**17.1 ICRS Invitation**  
Dr. Winkler spoke to the board about an invitation that was extended to join ICRS. The Board discussed the invitation.
- 18. Professional Associations**  
**18.1 None to date**
- 19. Recent Meetings**  
**19.1 NBCE Leadership Forum - January 14-15, 2022**  
**Greeley, CO**  
Dr. Winkler gave an update to the board.  
**19.2 FARB Forum - January 27-30, 2022**  
**Fort Worth, TX**  
**19.3 ACA Engage - February 3-6, 2022**  
**Virtual**  
Dr. Winkler spoke to the board about her experience at ACA Engage.  
**19.4 Parker Seminars - February 10-12, 2022**  
**Las Vegas, NV**  
Dr. Schwartzbauer spoke to the board about attendance at Parker Seminars.
- 20. Upcoming Meetings**  
**20.1 None to Date**
- 21. Public Forum**  
**21.1 None to Date**

## NEW BUSINESS

### 22. New Business

22.1

#### Parker Request

Dr. Winkler spoke to the board about her invitation to represent the FCLB at the grand re-opening ceremony of the Parker Campus.

M/S

Boghosian / Daschner

**To amend the budget up to \$3,500 for Dr. Winkler to attend Parker University's grand re-opening event.** *All in favor. None opposed. Dr. Winkler abstained. Motion carries.*

22.2

#### Nominating Committee

Dr. Schwartzbauer requested that the District Directors seek nominees to submit for the Nominating Committee.

M/S

Daschner / Kouzes

**To go into executive session for matters requiring legal advice pursuant to FCLB Bylaws Article VIII, Section 4 and Policy 4.8, Chapter 4.** *All in favor. None opposed. Motion Carries.*

The board entered into executive session at 1:53 PM MST.

M/S

Daschner / Kouzes

**To ratify what was discussed in executive session regarding the VP position.** *All in favor. None opposed. Motion carries.*

The board exited executive session at 3: 27 PM MST.

## ADJOURN

The meeting was adjourned at 3:28 pm MST.

M / S

**Daschner / Khoury**

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



Jon Schwartzbauer, DC

Executive Director

*With appreciation to Janelle Grier for assistance in the Minutes*