



MEETING
FCLB Board of Directors
Tuesday, April 30 - Wednesday, May 1, 2024
Phoenix, AZ
Renaissance Phoenix Downtown Hotel

MINUTES

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

PRESENT:

OFFICERS:

Karen Campion, D.C., President
Robert Daschner, D.C., Vice President
Lisa Kouzes, D.C., Treasurer
Carol Winkler, D.C., Immediate Past President

EXECUTIVE BOARD OF DIRECTORS:

Heather Henrichs, D.C., District I Director
Brian McIntyre, D.C., District II Director
George Khoury, D.C., District III Director
Dionne McClain, D.C., District IV Director
Beth Ehlich, D.C., District V Director & Board Chair

ALTERNATE DIRECTORS:

Vanessa Wise, D.C., District I Alternate Director (Zoom)

ADMINISTRATIVE FELLOW DIRECTOR:

Ms. Beth Kidd

LEGAL:

Ms. Amy Richardson, Legal Counsel

STAFF:

Dr. Jon Schwartzbauer, Executive Director
Ms. Janelle Grier, Program Administrator
Ms. Kelly Webb, PR Coordinator & PACE
Ms. Julie Finn, Executive Assistant and Meeting Planner
Ms. Vicki Young, Finance and Benefits Manager

MEETING DETAILS

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

Call to Order: 1:39 p.m. MST

Integrity Check: None to Date

Announcements: None to Date

II. FCLB Mission

The board reviewed and made no changes to the FCLB mission.

III. Consent Agenda

A. Board Meeting Agenda

M/S	<u>McIntyre and seconded</u>	<u>To approve the motions in the consent agenda as written.</u> <i>All in favor. None opposed. None abstain. Motion carried.</i>
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B. Standing Rules

C. Minutes

D. Board Policy Manual

1. Revision Process - Update

Dr. Kouzes gave an update to the board.

III. Legal Issues

A handout was distributed to the Board of Directors and Staff.

FCLB GOVERNANCE / OPERATIONS/ SERVICES

1. Financial Report

1.1 Membership Dues Report

A. 2023 Dues Schedule / Invoice

The board discussed those members who have not paid dues and still have delegates attending the meeting.

B. Membership Dues Chart a of 4/10/2024

1.2 Budgetary Issues as of 3/31/2024

A. Status Report

Dr. Kouzes gave and update to the board

B. Profit & Loss Report

Dr. Kouzes gave and update to the board.

C. Programs & Meetings Ledger

D. Board of Director Designated Funds

- 1.3 **Finance Report to Members**
 - A. Review written Financial Report in the Annual Report section of the electronic attendee notebooks**
Dr. Kouzes reviewed the Finance Report with the board.
 - B. View and approve Power Point presentation for Annual Business Meeting**
Dr. Kouzes reviewed the Finance power point presentation that will be presented to the delegate body.
The Board discussed the PowerPoint and indicated some changes to be made.

2. District Meetings

- 2.1 **District Caucus Review**
Dr. Schwartzbauer reviewed the process of the District Caucus with the Board and the District Directors.
- 2.2 **2024 District Meetings - Activities Reminder**
Dr. Schwartzbauer reminded the District Directors to let staff know if they plan to do an activity at the District Meetings with the attendees.
- 2.3 **2025 District Meeting Locations**
Districts 1 & IV - Omaha, NE
District II - Undecided
Districts III & V - Portland, ME

3. Mid-Year Meeting

- 3.1 **2024 Mid-Year meeting**
The board is to meet in conjunction with ChiroCongress in Denver the weekend of November 16, 2024 for the FCLB 2024 Mid Year meeting.

4. PACE

- 4.1 **PACE Program Status**
 - A. PACE Program status - Providers and Boards**
Dr. Campion reported that the Nevada Board confirmed the planning of reinstating PACE.
- 4.2 **Review Team Appointments**

<u>M/S</u>	<u>Winkler and seconded</u>	<u>To approve Dr. Kevin Donovan (RI), Dr. Tayla Ankur (Sherman), Dr. Sal LaRusso (FL) and Dr. Janis Noseworthy (NS) the PACE review team. All in favor. None opposed. Motion carries</u>
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5. FCLB Board of Directors

- 5.1 **FCLB master Calendar**
- 5.2 **Wolfson Scholar Mentor - Dr. McIntyre**
- 5.3 **SOAP**
The Board discussed the SOAP chart and made changes as necessary.

6. Personnel

- 6.1 **None to Date**

7. Membership

- 7.1 **None to Date**

May 1, 2024

Call to Order 9:04 a.m. MST

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OFFICERS:

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Robert Daschner, D.C., Vice President
Lisa Kouzes, D.C., Treasurer
Carol Winkler, D.C., Immediate Past President

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Ms. Beth Kidd

LEGAL:

Ms. Amy Richardson, Legal Counsel

STAFF:

Dr. Jon Schwartzbauer, Executive Director
Ms. Janelle Grier, Program Administrator
Ms. Kelly Webb, PR Coordinator & PACE
Ms. Julie Finn, Executive Assistant and Meeting Planner
Ms. Vicki Young, Financial Benefits Manager

Financial Report Approval

<u>M/S</u>	<u>Henrichs and seconded</u>	<u>To approve the Power Point presentation for the Annual Business meeting. <i>All in favor. None opposed. Motion carried.</i></u>
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8. FCLB Technology, Communications, & Social Media

8.1 Website & Software Update

Ms. Webb and Dr. Campion presented the new RCSP website to the board.

8.2 Official Directory

8.3 Social Media Update

9. Committees

- 9.1 **Investment Committee**
Dr. Kouzes gave an update to the board.
- 9.2 **Finance & Audit Committee**
D. Kouzes gave an update to the board.
- 9.3 **Resolutions and Bylaws Committee**
- 9.4 **Model Practice Act Committee**
- 9.5 **Telehealth Committee -**
- 9.6 **RCSP - utilization folders**
Dr. Schwartzbauer distributed the utilization folders to the Board.

<u>M/S</u>	<u>Henrichs and seconded</u>	<u>To appoint Ms. Julie Strandberg to the RCSP Committee as the public member.</u> <i>All in favor. None opposed. Motion carried.</i>
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Break 10:03 a.m. MST

Reconvene 10:19 a.m. MST

- 9.7 **Diversity Equity, and Inclusion Committee**
Dr. McClain gave an update to the board.
- 9.8 **CCCA Committee**
Dr. McIntyre gave an update to the board.
- 9.9 **CBAC**
- 9.10 **CCEP**
Dr. Schwartzbauer gave an update to the board.

10. New Programs

- 10.1 **None to Date**

11. Annual Conference - 2024, 2025, & 2026

- 11.1 **2024: Phoenix, AZ**
April 30 - May 5, 2024
a. Annual Conference Agenda
- 11.2 **Annual Business Meeting**
a. Alabama Alternate Voting Delegate Change

<u>M/S</u>	<u>Daschner and seconded</u>	<u>To accept the alternate delegate for Alabama to be able to vote during the Annual Conference.</u> <i>All in favor. None Opposed. Motion carried.</i>
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- 11.3 **Conference Committee Appointment:**
a. Credentials Committee
Christopher Outten, D.C., (NC) - Chair
Claire Covert Bybee, D.C (NE)
Nicole Canada Harmel, D.C. (NV)
b. Minutes Committee
Paul Abosh, D.C., (MD) - Chair
Mr. Patrick Fortner (TX)
Darcy Pope Wyatt D.C., (NM)
- 11.4 **2025 Annual Conference - St. Louis, Missouri**
April 29 - May 5, 2025

- 11.5 2026 Annual Conference - Atlanta, Georgia
April 28 - May 3, 2026
- 11.6 2027 Annual Conference - Salt Lake City, Utah, Palm Springs, California, or
Albuquerque, New Mexico

12. CIN-BAD

- 12.1 CIN-BAD Program Update

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. Dashner gave an update to the board.
- 15.2 IBCE (International)

16. Other Regulatory Bodies

- 16.1 None to Date

STAKEHOLDER INTERACTION

17. Requests from Other Organizations

- 17.1 NBCE / ACC
Drs. Boghosian was invited to speak to the board about the collaboration of four main groups in chiropractic; education, regulation, examination, and accreditation to work together in cooperation to better serve the public and public protection

18. Professional Associations

- 18.1 None to Date

19. Recent Meetings

- 19.1 ACC/RAC
March 21 - 23, 2024
San Diego, CA

20. Upcoming Meetings

- 20.1 None to Date

21. Public Forum

- 21.1 None to date

NEW BUSINESS

22. New Business

22.1 Connecticut and California Dues

<u>M/S</u>	<u>McIntyre and seconded</u>	<u>To allow Connecticut and California delegates to vote based on the written confirmation of dues payment.</u> <i>All in favor. None opposed. Motion carried.</i>
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22.1 NBCE Practice Analysis Survey

Dr. Schwartzbauer asked the board to look at the survey sent by the NBCE and to submit their responses to him so that only one document is submitted to the NBCE from the FCLB.

ADJOURN

The meeting was adjourned at 12:09 p.m.

<u>M/S</u>	<u>Khoury and seconded</u>	<u>To adjourn the meeting.</u> <i>All in favor. None opposed. None abstain. Motion carried</i>
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Jon Schwartzbauer, DC
Executive Director

With appreciation to Janelle Grier for assistance in the Minutes