CALL TO ORDER

The meeting was called to order by Thomas D. Taylor, D.C., FICA, President, at 10:17 a.m.

ROLL CALL

Board Members present:
    Terry Barnett, D.C.
    Thomas R. Butler, D.C.
    Weldon Roberts
    Thomas D. Taylor, D.C., FICA
    Julie Traylor-Logan, D.C.

Board Members absent:
    Jack McCoy
    Kent Moore, D.C.

Staff Members present:
    Mark Ohrenberger, Assistant Attorney General
    Rebecca Wright, Executive Director

Guests Present:
    Kendra Booth
    Terrance P. Carolan, D.C.
    Chris Cathey, D.C.
    Brad Chambers, D.C.
    Sonjia Michaels, D.C.
    Brandon Sharp, Dept. of Finance and Administration State Budget Administrator
    Kendall Wilson, D.C.

Brandon Sharp, DFA State Budget Administrator

Mr. Sharp addressed the Board regarding the agency budget. An emergency cash letter was submitted on 6-17-2013 requesting more appropriation for FY2013 to pay for board member and staff travel fees. Mr. Sharp explained that asking for an appropriation increase each year can be perceived as the agency subverting the legislative process of setting a biennial budget. The fiscal year budget must be used only for that year and it is not to be carry forward to the next fiscal year. The emergency appropriation has been approved and will be reviewed at the July PEER meeting.

MINUTES

The April 11, 2013, minutes were presented to the Board. Mr. Roberts moved to approve the minutes. Dr. Barnett seconded the motion. The motion passed unanimously.
The May 31, 2013, minutes were presented to the Board. Dr. Traylor-Logan moved to approve the minutes. Dr. Butler seconded the motion. The motion passed unanimously.

**DIRECTOR’S REPORTS**

**Agency Website Online Functions Status Update**

Ms. Wright stated that she met with Carletter Wilson of Information Network of AR (INA). A workflow and estimate is in process.

**Budget Report**

The budget report was presented to the Board. The report included the monthly report from the Office of Budget showing an available budget of $22,101.88 on 5/31/2013. Dr. Butler moved to accept the budget report. Dr. Traylor-Logan seconded the motion. The motion passed unanimously.

**Continuing Education Report**

2013 Courses (Calendar Year)

<table>
<thead>
<tr>
<th>CE Status</th>
<th>Count</th>
<th>Amount Due</th>
<th>Amount Paid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved</td>
<td>210</td>
<td>$11,155.00</td>
<td>$11,152.50</td>
</tr>
<tr>
<td>Not Approved</td>
<td>3</td>
<td>$140.00</td>
<td>$140.00</td>
</tr>
<tr>
<td>Pending</td>
<td>49</td>
<td>$5,157.50</td>
<td>$5,160.00</td>
</tr>
<tr>
<td>Cancelled</td>
<td>0</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Incomplete</td>
<td>8</td>
<td>$1,252.50</td>
<td>$700.00</td>
</tr>
<tr>
<td>Void</td>
<td>7</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Subtotal** 277 $17,705.00 $17,152.50

194 applications processed in 2013
84 applications processed in 2012

Dr. Traylor-Logan moved to accept the CE report. Dr. Butler seconded the motion. The motion passed unanimously.

The CE application fee is $5 per credit hour and is to be paid in one (1) hour increments only; half hours will not be accepted.

**Freedom of Information Act (FOIA) Requests Report**

The FOIA requests report was presented to the Board. The report shows that from July 2012 to current, eighteen (18) requests were received.

**OLD BUSINESS**

**FCLB Annual Conference Review; Letter to Governor**
Dr. Barnett and Ms. Wright gave an overview of the FCLB national conference. Topics included:

- International collaboration
- Certifying and regulating chiropractic clinical assistants
- Chiropractic testing
- Inter-jurisdictional mobility
- Understanding criminal background checks
- Regulating prepayment plans
- The board in the public eye
- Military considerations
- Regulating advertising
- CE compliance issues
- Specialty training

Dr. Barnett moved that the FCLB letter to the Governor not be sent. Dr. Traylor-Logan seconded the motion. The motion passed unanimously.

**Injectable Nutrients CE**

The response submitted by Paulette Kaelin regarding the injectable nutrients CE seminar was presented to the Board. No action was taken.

**NEW BUSINESS**

**Study Materials for State Exam**

Dr. Traylor-Logan discussed making study materials for applicants who take the State exam. Topics will be included; actual test questions will not be included. Dr. Taylor issued a directive for Dr. Traylor-Logan to make study materials that can be used by applicants. She will document when the documents are removed from the office and how they are kept secure when out of the office.

**Complaint Filed against Staff - Tray Fowler, D.C.**

The Board stated that this would be discussed in Executive Session.

**Legality of using Online Coupons**

Jean Gibson, D.C., submitted an inquiry regarding the use of online coupons by chiropractors. Dr. Traylor-Logan moved that a query be submitted to the FCLB to poll other states regarding what they are doing or not doing. When the answers are received, a proposal for an advisory opinion from the attorney will be submitted. Dr. Butler seconded the motion. The motion passed unanimously.

**Animal Chiropractic CE Hours**

Richard Saporito, D.C., submitted an inquiry regarding taking 24 hours of animal chiropractic CE. Dr. Traylor-Logan moved to respond that the doctor is to follow the Rules and Regulations that
CE must be Arkansas approved and a maximum of 12 hours can be taken online. Dr. Barnett seconded the motion. The motion passed unanimously.

**Paperwork for New Health Laws**

Joseph Cornell, D.C., submitted an inquiry regarding the new health laws and filing the paperwork correctly. Dr. Traylor-Logan moved to respond that the doctor contact an attorney with his questions. Dr. Barnett seconded the motion. The motion passed unanimously.

**Credentials Review**

<table>
<thead>
<tr>
<th>License No.</th>
<th>Last Name</th>
<th>First Name</th>
<th>Middle Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Beagley</td>
<td>Justin</td>
<td>Wade</td>
</tr>
<tr>
<td>2</td>
<td>Bradley</td>
<td>Lisa</td>
<td>DeAnn</td>
</tr>
<tr>
<td>3</td>
<td>Eubanks</td>
<td>Dustin</td>
<td>Clint</td>
</tr>
<tr>
<td>4</td>
<td>Foreman</td>
<td>Caleb</td>
<td>Wayne</td>
</tr>
<tr>
<td>5</td>
<td>Fowler</td>
<td>Tray</td>
<td>Robert</td>
</tr>
<tr>
<td>6</td>
<td>Inman</td>
<td>Joel</td>
<td>Matthew</td>
</tr>
<tr>
<td>7</td>
<td>Jackson, III</td>
<td>Porter</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Sprague</td>
<td>James</td>
<td>Nathanael</td>
</tr>
<tr>
<td>9</td>
<td>Stanton</td>
<td>Jason</td>
<td>William</td>
</tr>
</tbody>
</table>

Porter Jackson, III, D.C.’s, application was not approved due to failure to demonstrate the morals requirements. Dr. Barnett seconded the motion. The motion passed unanimously. A verbal complaint was received that Dr. Jackson is practicing without a license. Dr. Taylor issued a directive that a formal complaint be entered.

All other credential reviews were approved.

Tray Fowler, D.C.’s, unsupervised temporary license request was granted. Dr. Barnett seconded the motion. The motion passed unanimously.

**Investigation Report**

<table>
<thead>
<tr>
<th>Complaint No.</th>
<th>Recommendations</th>
<th>Complaint Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Hearing for Non Compliance</td>
<td>Series Treatment; Billing</td>
</tr>
<tr>
<td>2</td>
<td>Hearing for Non Compliance</td>
<td>Series Treatment; Billing</td>
</tr>
<tr>
<td>3</td>
<td>Hearing for Non Compliance</td>
<td>Series Treatment; Billing</td>
</tr>
<tr>
<td>4</td>
<td>Hearing for Non Compliance</td>
<td>Series Treatment; Billing</td>
</tr>
<tr>
<td>5</td>
<td>Hearing for Non Compliance</td>
<td>Series Treatment; Billing</td>
</tr>
<tr>
<td>6</td>
<td>Hearing for Non Compliance</td>
<td>Series Treatment; Billing</td>
</tr>
<tr>
<td>7</td>
<td>Hearing for Non Compliance</td>
<td>Series Treatment; Billing</td>
</tr>
<tr>
<td>8</td>
<td>Hearing for Non Compliance</td>
<td>Series Treatment; Billing</td>
</tr>
<tr>
<td>9</td>
<td>Hearing for Non Compliance</td>
<td>Series Treatment; Billing</td>
</tr>
<tr>
<td>10</td>
<td>Hearing for Non Compliance</td>
<td>Series Treatment; Billing</td>
</tr>
<tr>
<td>11</td>
<td>Hearing for Non Compliance</td>
<td>Series Treatment; Billing</td>
</tr>
<tr>
<td>12</td>
<td>Hearing for Non Compliance</td>
<td>Series Treatment; Billing</td>
</tr>
</tbody>
</table>
Dr. Butler moved to accept the investigation report. Mr. Roberts seconded the motion. The motion passed unanimously.

The Board discussed who makes decisions on continuance requests. Currently, the Board’s attorney can make the decision. Mr. Ohrenberger recommended that the decision be made by the President or the Executive Director. Dr. Traylor-Logan moved that the President and/or the Executive Director may grant continuances, and only the President may deny continuances. Dr. Barnett seconded the motion. The motion passed unanimously.

The Board recessed at 11:53 a.m.

The Board reconvened at 12:01 p.m.

Executive Session

Dr. Traylor-Logan moved to enter into executive session to discuss a complaint filed against the Board staff. Dr. Butler seconded the motion. The motion passed unanimously.

Dr. Traylor-Logan moved to reconvene in public session. Dr. Butler seconded the motion. The motion passed unanimously.

Dr. Taylor gave a directive that Dr. Traylor-Logan and Ms. Wright submit the required personnel paperwork to request a second full-time position for the office.

Adjourn

Dr. Traylor-Logan moved to adjourn. Dr. Barnett seconded the motion. The motion passed unanimously. The Board adjourned at 12:50 p.m.

Board minutes approved: 7/25/2013.