

**NOTICE OF TELECONFERENCE**  
**LICENSING, CONTINUING EDUCATION & PUBLIC RELATIONS**  
**COMMITTEE MEETING**

**July 7, 2015**  
**12:00 p.m.**

One or more Committee Members will participate in this meeting at the teleconference sites listed below. Each teleconference location is accessible to the public and the public will be given an opportunity to address the Licensing, Continuing Education and Public Relations Committee at each teleconference location. The public teleconference sites for this meeting are as follows:

**Teleconference Meeting Locations:**

Corey Lichtman, DC 538 Stevens Ave. Solana Beach, CA 92075 (858) 481-1889	Heather Dehn, DC 4616 El Camino Ave., Ste B Sacramento, CA 95821 (916) 488-0202	John Roza, Jr., DC 800 Douglas Blvd Roseville, CA 95678 (916) 786-2267
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**AGENDA**

- 1. Call to Order & Establishment of a Quorum**
- 2. Approval of Minutes**  
June 18, 2015
- 3. Review and Discussion of Possible Revisions to the Continuing Education Regulations for Approving Continuing Education Providers.**
- 4. Public Comment**  
Note: The Committee may not discuss or take action on any matter raised during this public comment section that is not included on this agenda, except to decide whether to place the matter on the agenda of a future meeting. [Government Code Sections 11125, 11125.7(a).] Public comment is encouraged; however, if time constraints mandate, comments may be limited at the discretion of the Chair.
- 5. Future Agenda Items**
- 6. Adjournment**

**LICENSING, CONTINUING EDUCATION  
& PUBLIC RELATIONS COMMITTEE**

Heather Dehn, D.C., Chair  
John Roza Jr., D.C.  
Corey Lichtman, D.C.

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Meetings of the Board of Chiropractic Examiners' Committee are open to the public except when specifically noticed otherwise in accordance with the Open Meeting Act. Public comments will be taken on agenda items at the time the specific item is raised. The Board's Committee may take action on any item listed on the agenda, unless listed as informational only. All times are approximate and subject to change. Agenda items may be taken out of order to accommodate speakers and to maintain a quorum. The meeting may be cancelled without notice. For verification of the meeting, call (916) 263-5355 or access the Board's Web Site at [www.chiro.ca.gov](http://www.chiro.ca.gov).

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The meeting facilities are accessible to individuals with physical disabilities. A person who needs a disability-related accommodation or modification in order to participate in the meeting may make a request by contacting Marlene Valencia at (916) 263-5355 ext. 5363 or e-mail [marlene.valencia@chiro.ca.gov](mailto:marlene.valencia@chiro.ca.gov) or send a written request to the Board of Chiropractic Examiners, 901 P Street, Suite 142A, Sacramento, CA 95814. Providing your request at least five (5) business days before the meeting will help to ensure availability of the requested accommodation.

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State of California  
Edmund G. Brown Jr., Governor

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T (916) 263-5355	Board of Chiropractic Examiners
F (916) 327-0039	901 P Street, Suite 142A
TT/TDD (800) 735-2929	Sacramento, California 95814
Consumer Complaint Hotline	<a href="http://www.chiro.ca.gov">www.chiro.ca.gov</a>
(866) 543-1311	

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**Board of Chiropractic Examiners  
TELECONFERENCE MEETING MINUTES  
Licensing, Continuing Education & Public Relations Committee  
June 18, 2015  
901 P Street, Suite 142A  
Sacramento, CA 95814**

**Teleconference Locations with Public Access**

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538 Stevens Ave  
Solano Beach, CA 92075  
(858) 481-1889

Heather Dehn, DC  
John Roza Jr., DC  
901 P Street #142A  
Sacramento, CA 95814  
(916) 263-5355

**Committee Members Present**

Heather Dehn, D.C., Chair  
John Roza Jr., D.C.  
Corey Lichtman, D.C.

**Staff Present**

Robert Puleo, Executive Officer  
Linda Shaw, Assistant Executive Officer  
Dixie Van Allen, Policy Analyst  
Brianna Lauziere, Staff Services Analyst

**Call to Order**

Dr. Dehn called the meeting to order at 11:02 A.M.

**Roll Call**

Dr. Roza called roll. All Board members were present.

**Approval of Minutes**

**MOTION: DR. ROZA MOVED TO APPROVE THE MINUTES OF THE MAY 14, 2015 LICENSING, CONTINUING EDUCATION & PUBLIC RELATIONS COMMITTEE**

**SECOND: DR. LICHTMAN SECONDED THE MOTION**

**VOTE: 3-0 (DR. DEHN – AYE, DR. ROZA – AYE, DR. LICHTMAN – AYE)**

**MOTION CARRIED**

### **Review and Discussion on Possible Revisions to the Continuing Education Regulations for Approving Continuing Education Providers**

The committee reviewed the summary provided in the materials on proposed revisions to the Continuing Education (CE) regulations for approved CE providers. Dr. Dehn held a discussion about Providers of Approved Continuing Education (PACE). She would like to schedule a teleconference committee meeting and have Kelly Webb, PACE coordinator for the Federation of Chiropractic Licensing Boards (FCLB) present their participation and policies and procedures for this program.

Dr. Dehn suggested the committee focus on using the colleges, associations and PACE to approve CE providers and eliminate the mentor program. Ms. Lauziere shared with the Board PACE's policy and procedure handbook that was included in the meeting materials from March 19, 2015. Dr. Dehn would like to explore the option of using PACE as an approved CE provider. Other healing arts Boards and states have had great success with PACE. Questions the committee had about PACE were what they do and how much they charge.

Dr. Roza asked about a previous question the committee had about allowing licensees to audit CE courses. Ms. Lauziere informed the committee that she inquired with the Board's legal counsel about changing our regulations to allow licensees to audit courses and was informed that the Board does not have the authority to delegate that task outside our staff. There are liability issues. Spencer Walker, Board's Legal Counsel suggested that CE providers be required to audio/video record their courses for the Board to review during an audit. The committee did not like the idea of requiring CE provider to record their courses because they believe it would become an issue if CE providers had technical difficulties with their recorders. Dr. Dehn would like the CE providers to have their attendees (licensees) complete an outcome assessments. The Board will conduct random audits and the CE provider must provide an attendance sheet and all assessment sheets for review.

The committee agreed to schedule a teleconference committee meeting with Kelly Webb to receive further information about their experience with PACE.

Lastly the committee reviewed the CE provider's responsibilities. Dr. Dehn would like CE providers to audit 10% of classroom courses and 10% of online courses for a total of 20%.

### **Review and Discussion of Possible Language to add CPR Certification as a Mandatory Requirement for Renewal of Licensure (Amend §361 and §371 and Proposed §371.1 )**

The committee reviewed the proposed changes to section 361 and suggested language for a new section. Ms. Van Allen explained to the committee that renewal fees are listed under section 370(a), CE requirements are under section 361, and the proposed CPR regulation could be created under section 371 as a new section 371.1.

Mr. Puleo suggested that the proposed language state that all licensees must maintain CPR certification rather than it be listed as a requirement under license renewal. Mr. Puleo referenced the previous CPR regulation that read, "As a condition of licensure and license renewal, all licensees are required to maintain current certification in cardiopulmonary resuscitation (CPR) or basic life support (BLS) from the American Red Cross, American Heart Association, or other associations approved by the Board."

Dr. Dehn stated that the proposed language for the new section about CRP provides a good definition but we should use the first sentence from the old regulation stating that licensees must maintain the certification as a condition of renewal. The committee had a discussion about licensees receiving CE credit for Board approved CPR courses and licensees receiving a max of 2 hours of CE credit for the year they receive their CPR certification through the American Red Cross.

Mr. Puleo stated the Board does not have the American Red Cross listed as a Board approved CE provider, therefore we could state that any courses taken by the American Red Cross would be accepted. The year certification is completed the licensee can claim 2 hours of CE credit. Ms. Van Allen suggested adding language stating that a maximum of 2 hours of CE credit will be granted the year the licensee receives CPR certification by the American Red Cross. The committee had a discussion about only courses certified by the American Red Cross will be accepted by the Board. Mr. Puleo stated that during random audits the licensee must provide proof of CPR certification by sending in a copy of the Certificate of Complete Card certified by the American Red Cross.

Ms. Lauziere will reach out to the American Red Cross to see if there is a list of courses approved by the American Red Cross. She will also gather information on the CRP certification card.

#### **Review and Discussion Regarding Lapel Pins for BCE Board Members**

The committee reviewed a lapel pin that was designed to have the Board logo and Board Members name. Ms. Lauziere explained the estimated cost per lapel pin is around \$25.00. Dr. Dehn suggested that the committee share with the Board this lapel pin to see who is interested in purchasing one at their own expense. The committee will present the proposed lapel pin to the Board at the next Board meeting.

#### **Review and Discussion Regarding Proposed Outreach Publications**

Ms. Lauziere presented the About Us pamphlet to the committee. Copies were printed in both English and Spanish. Pamphlets will be distributed at Board related events. Ms. Lauziere announced that all publications will be added to the Board website. She is working with the Department of Consumer Affairs Internet team to create a Publications tab on the Board website for all PDF versions of the Board's outreach pamphlets and newsletters.

The committee reviewed the revised copies of the Consumer Guide Booklet. The committee has requested to see all photos that were taken at the photo shoot at Life Chiropractic College West. Dr. Dehn would like to replace the cover with a side posture picture. Dr. Roza found a typo on page 3, second paragraph, the last word in on the list "Compression" needs to be changed to "decompression". Ms. Lauziere will have all photos available for review at the next committee meeting.

#### **Public Comment**

No public comment.

**Future Agenda Items**

Dr. Dehn would like to schedule a teleconference committee meeting with Kelly Webb to discuss PACE.

**Adjournment**

Dr. Dehn adjourned the meeting at 12:41 P.M.

DRAFT