



## **NOTICE OF TELECONFERENCE BOARD MEETING**

July 16, 2021  
9:00 a.m. to 4 p.m.  
or until completion of business

Notice of Teleconference Meeting Held Under Executive Order N-08-21 (6/11/21)

### **FOR PUBLIC COMMENT, PLEASE LOG ON TO THIS WEBSITE:**

<https://dca-meetings.webex.com/dca-meetings/onstage/g.php?MTID=e41e3f259136439f7ee061c47e66a3084>

***The preferred audio connection is via mobile phone.*** The phone number and access code will be provided as part of your connection to the meeting. When signing into the WebEx platform, participants may be asked for their name and email address. Participants who choose not to provide their names will be required to provide a unique identifier, such as their initials or another alternative, so that the meeting moderator can identify individuals who wish to make public comment. Public comments will be limited to two minutes per person unless, in the discretion of the Board, circumstances require a shorter period. Members of the public will not be permitted to "yield" their allotted time to other members of the public to make comments.

**Important Notices to the Public:** The Board of Chiropractic Examiners will hold this meeting via WebEx – access information is provided above. General instructions for using WebEx are attached to the agenda. A person who needs a disability-related accommodation or modification to participate in the meeting may make a request by contacting the Board at (916) 263-5355, or e-mailing [chiro.info@dca.ca.gov](mailto:chiro.info@dca.ca.gov), or sending 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.

**The Board may take action on any agenda item.**

### **AGENDA**

- 1. Open Session – Call to Order & Establishment of a Quorum**  
Dionne McClain, D.C., Chair  
David Paris, D.C., Vice Chair  
Frank Ruffino, Secretary  
Laurence Adams, D.C.  
Rafael Sweet
- 2. Chair's Report**  
Update on the Chair's Activities and Board's accomplishments and/or goals
- 3. Approval of April 22, 2021, Board Meeting Minutes**
- 4. Approval of May 20, 2021, Board Meeting Minutes**
- 5. Approval of June 4, 2021, Board Meeting Minutes**

- 6. Ratification of Approval of License Applications**
- 7. Ratification of Denied License Applications in Which the Applicants Did Not Request a Hearing**
- 8. Ratification of Approved Continuing Education Providers**
- 9. Executive Officer's Report**
  - A. Administration - Board staffing/organizational chart
  - B. Budget - Fund condition update
  - C. Licensing - Statistical trends
  - D. Enforcement - Statistical trends
  - E. Information Technology (IT) Update

-----**15 Minute Break**-----

- 10. Review, Discussion and Possible Action Regarding Fee Analysis Report**
- 11. Update, Review, Discussion and Possible Action on Licensing & Continuing Education Committee May 7, 2021, and June 17, 2021, Meeting Agendas**

The Board may act on any item on the attached Licensing & Continuing Education Committee meeting agendas.
- 12. Update, Review, Discussion and Possible Action on Government & Public Affairs Committee April 13, 2021, and June 28, 2021, Meeting Agendas**

The Board may act on any item on the attached Government & Public Affairs Committee meeting agendas.
- 13. Update, Discussion and Possible Action on Pending Rulemaking:**
  - A. Denial of Application: Revocation or Suspension of Licensure
  - B. Revisions to Curriculum Requirements and Approval of Programs (16 CCR Sections 330 through 331.16)
  - C. Continuing Education Requirements (CE Provider and Course Approval)/Mandatory Cardiopulmonary Resuscitation (CPR) Certification for All Licensees
  - D. Delegation of Authority to the Assistant Executive Officer/Compliance with Citation and Order of Abatement
  - E. Consumer Protection Enforcement Initiative (CPEI)
  - F. Revisions to BCE Disciplinary Guidelines & Uniform Standards for Substance Abusing Licensees
  - G. Chiropractic Records Retention/Disposition of Patient Records Upon Closure of Practice on Death/Incapacity of Licensee
  - H. Amend or Repeal 16 CCR Section 354: Successful Examination (Obsolete provision)

**14. Public Comment for Items Not on the Agenda**

*Note: The Board 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.*

**15. Future Agenda Items**

*Note: The Board 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 Section 11125.]*

**16. Closed Session**

The Board will meet in Closed Session to:

- A. Deliberate on Disciplinary Decisions Pursuant to California Government Code Section 11126(c)(3)
- B. Discuss the Preparation and Administration of Examinations Pursuant to Government Code Section 11126(c)(1)
- C. Confer with or Receive Advice from Legal Counsel Pursuant to Government Code Section 11126(e) Regarding *Elizabeth Acosta v. Board of Chiropractic Examiners*, Los Angeles County Superior Court, Case No. BC698162 and *Elizabeth Acosta v. State of California, et al.*, Los Angeles County Superior Court, Case No. 19STCV06136

**17. Reconvene Open Session**

**18. Adjournment**

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In accordance with Executive Order N-29-20, no physical location is available for observation and public comment, so please plan to attend the meeting telephonically. Meetings of the Board of Chiropractic Examiners 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 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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# HOW TO – Join – DCA WebEx Event

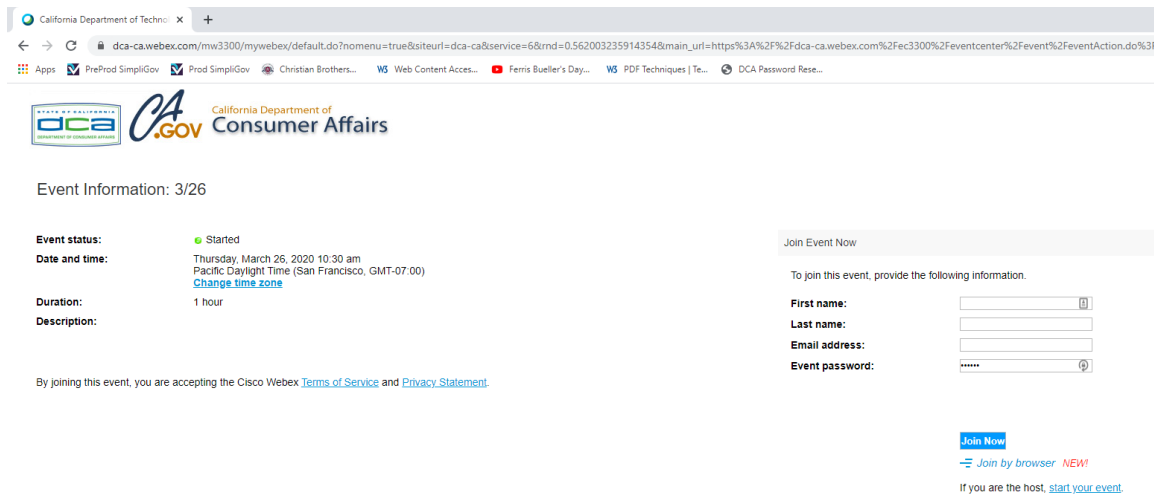
The following contains instructions to join a WebEx event hosted by the Department of Consumer Affairs (DCA).

NOTE: The preferred audio connection to our event is via telephone conference and not the microphone and speakers on your computer. Further guidance relevant to the audio connection will be outlined below.

1. Navigate to the WebEx event link provided by the DCA entity (an example link is provided below for reference) via an internet browser.

Meeting link: <https://dca-meetings.webex.com/dca-meetings/onstage/g.php?MTID=e41e3f259136439f7ee061c47e66a3084>

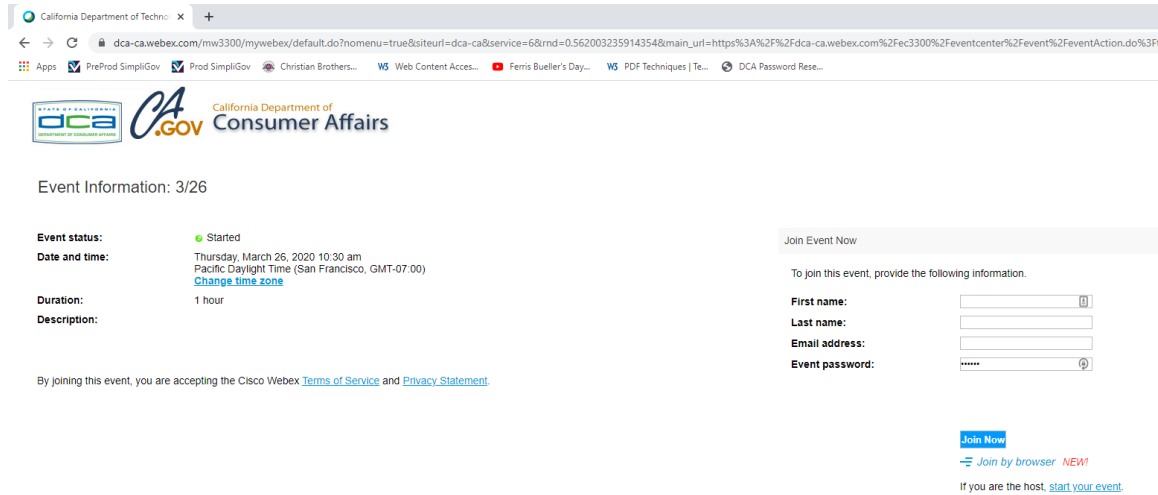
**Event number: 146 173 4564**  
**Event password: BCE07162021**  
**Audio conference: +1-415-655-0001 (Access code: 146 173 4564)**



2. The details of the event are presented on the left of the screen and the required information for you to complete is on the right.

NOTE: If there is a potential that you will participate in this event during a Public Comment period, you must identify yourself in a manner that the event Host can then identify your line and unmute it so the event participants can hear your public comment. The 'First name', 'Last name' and 'Email address' fields do not need to reflect your identity. The department will use the name or moniker you provide here to identify your communication line should you participate during public comment.

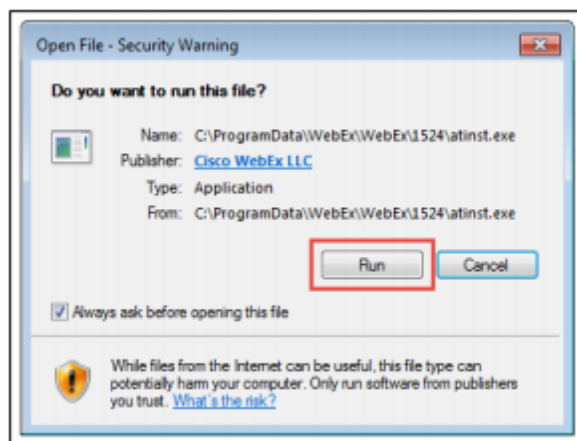
# HOW TO – Join – DCA WebEx Event



3. Click the 'Join Now' button.

**NOTE:** The event password will be entered automatically. If you alter the password by accident, close the browser and click the event link provided again.

4. If you do not have the WebEx applet installed for your browser, a new window may open, so make sure your pop-up blocker is disabled. You may see a window asking you to open or run new software. Click 'Run'.



Depending on your computer's settings, you may be blocked from running the necessary software. If this is the case, click 'Cancel' and return to the browser tab that looks like the window below. You can bypass the above process.

## HOW TO – Join – DCA WebEx Event

### Starting Webex...



Still having trouble? [Run a temporary application](#) to join this meeting immediately.

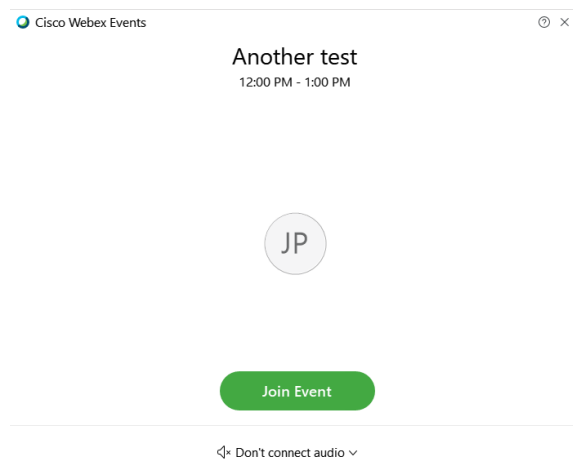
5. To bypass step 4, click 'Run a temporary application'.

6. A dialog box will appear at the bottom of the page, click 'Run'.



The temporary software will run, and the meeting window will open.

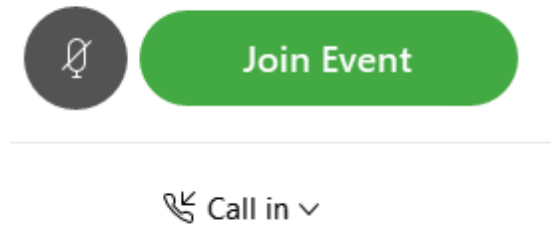
7. Click the audio menu below the green 'Join Event' button.



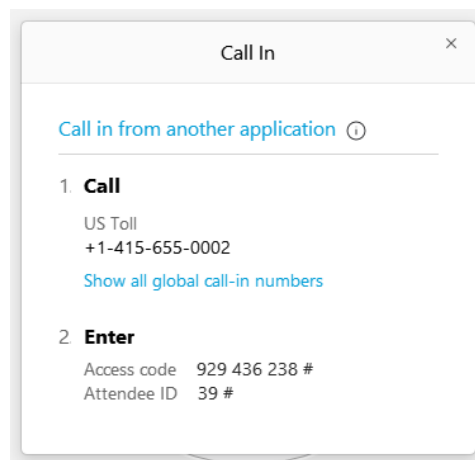
8. When the audio menu appears click 'Call in'.

## HOW TO – Join – DCA WebEx Event

9. Click 'Join Event'. The audio conference call in information will be available after you join the Event.



10. Call into the audio conference with the details provided.

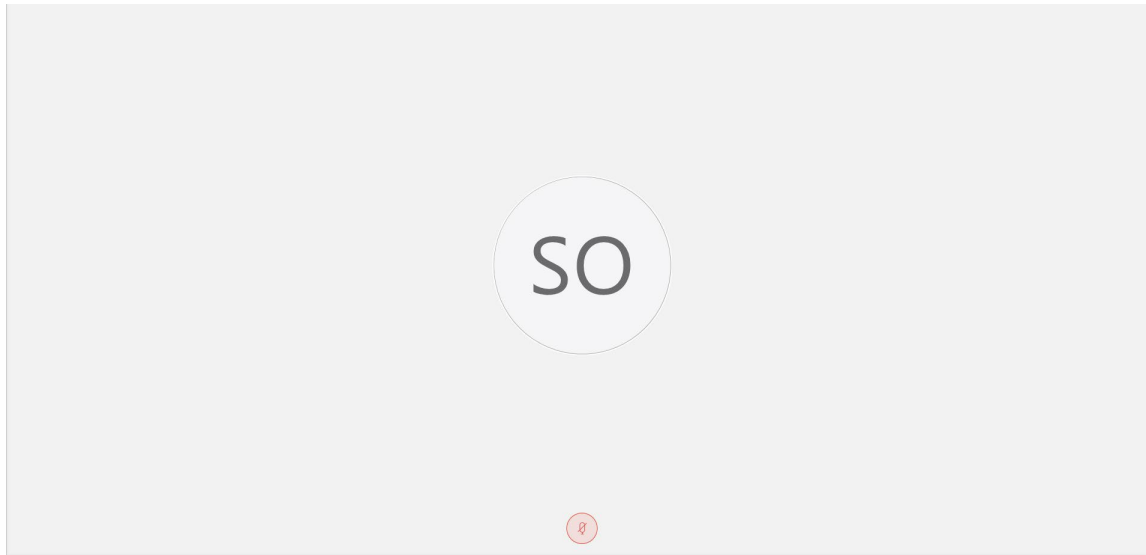


**NOTE:** The audio conference is the preferred method. Using your computer's microphone and speakers is not recommended.

## HOW TO – Join – DCA WebEx Event

Once you successfully call into the audio conference with the information provided, your screen will look like the screen below and you have joined the event.

Congratulations!



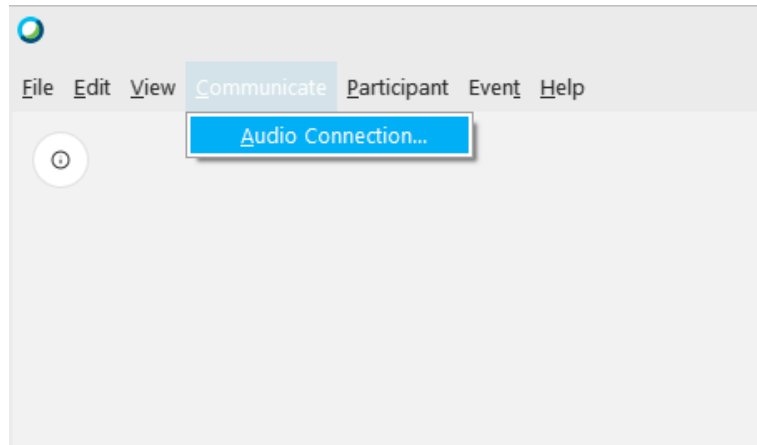
**NOTE:** Your audio line is muted and can only be unmuted by the event host.

If you join the meeting using your computer's microphone and audio, or you didn't connect audio at all, you can still set that up while you are in the meeting.

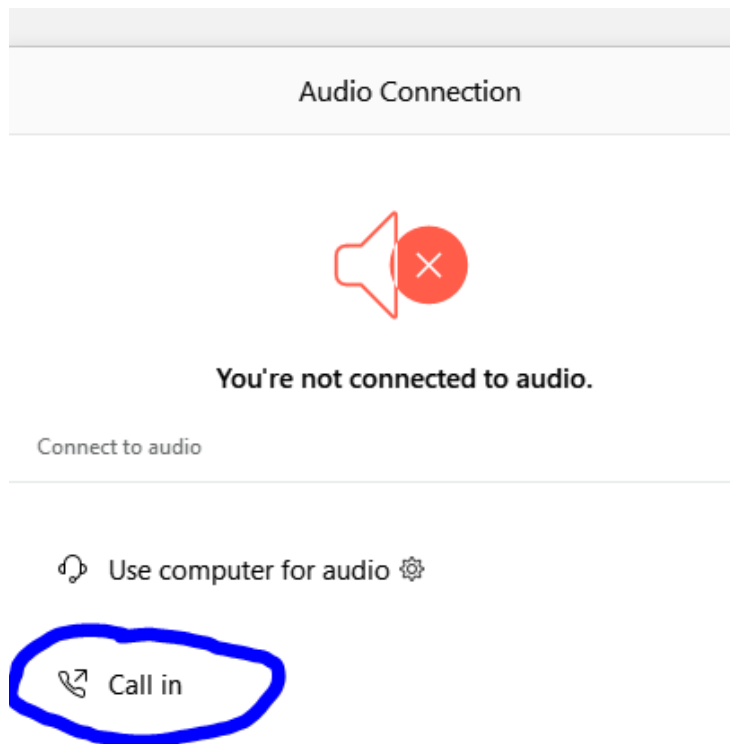
Select 'Communicate' and 'Audio Connection' from top left of your screen.



## HOW TO – Join – DCA WebEx Event



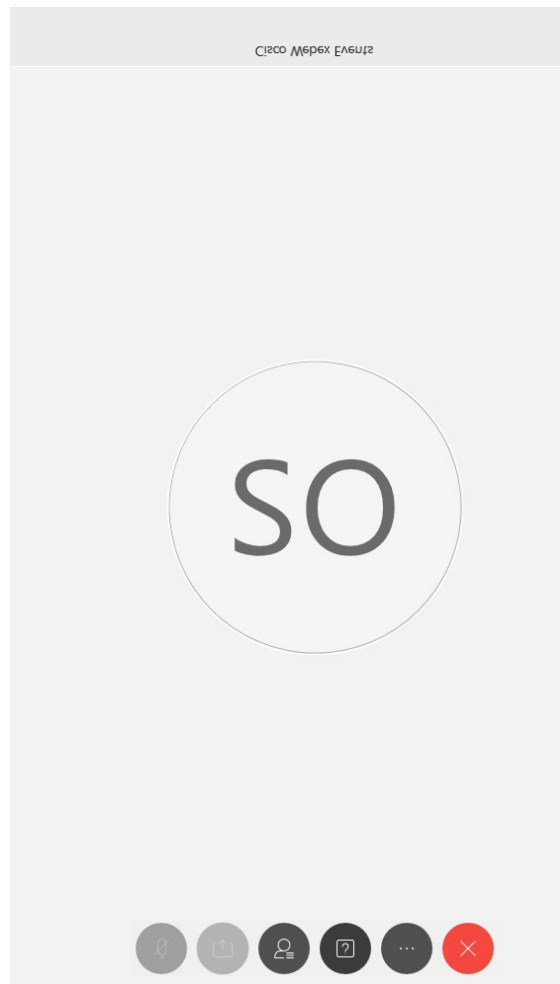
The 'Call In' information can be displayed by selecting 'Call in' then 'View'



You will then be presented the dial in information for you to call in from any phone.

## HOW TO – Join – DCA WebEx Event Participating During a Public Comment Period

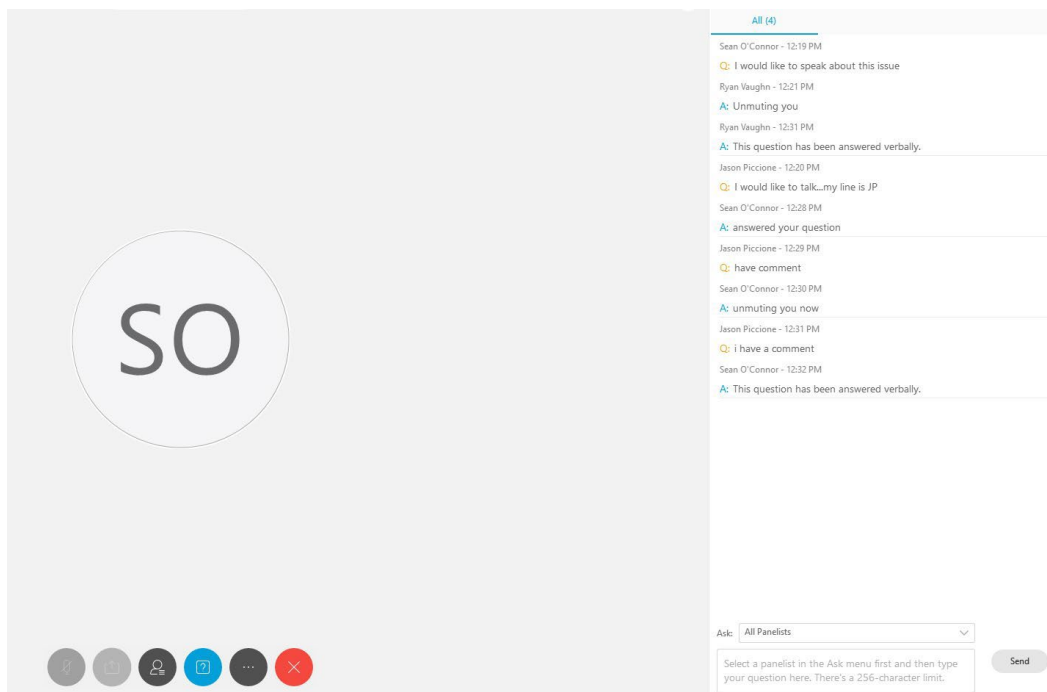
At certain times during the event, the facilitator may call for public comment. If you would like to make a public comment, click on the 'Q and A' button near the bottom, center of your WebEx session.



This will bring up the 'Q and A' chat box.

**NOTE:** The 'Q and A' button will only be available when the event host opens it during a public comment period.

## HOW TO – Join – DCA WebEx Event



To request time to speak during a public comment period, make sure the 'Ask' menu is set to 'All panelists' and type 'I would like to make a public comment'.

Attendee lines will be unmuted in the order the requests were received, and you will be allowed to present public comment.

**NOTE:** Your line will be muted at the end of the allotted public comment duration. You will be notified when you have 10 seconds remaining.