

**Board of Chiropractic Examiners  
TELECONFERENCE MEETING MINUTES  
Enforcement Committee  
January 30, 2013  
2525 Natomas Park Drive, Suite 260  
Sacramento, CA 95833**

**Teleconference Locations with Public Access**

Dr. Francesco Columbu, D.C.  
2265 Westwood Blvd, Ste A  
Los Angeles, CA 90064  
(310) 234-1160

Dr. Sergio Azzolino, D.C.  
1545 Broadway St, Ste 1A  
San Francisco, CA 94109  
(415) 563-3800

Dr. Hugh Lubkin, D.C.  
9381 E. Stockton Blvd, Ste 220  
Elk Grove, CA 95624  
(916) 685-1718

**Committee Members Present**

Sergio Azzolino, D.C., Chair  
Francesco Columbu, D.C.  
Hugh Lubkin, D.C.,

**Staff Present**

Robert Puleo, Executive Officer  
Sandra Walker, Compliance Manager  
Linda Shaw, Licensing/CE Manager  
Christina Bell, Associate Governmental Program Analyst  
Dixie Van Allen, Associate Governmental Program Analyst  
Ray Delany, Management Services Technician  
Valerie James, Office Technician

**Call to Order**

Dr. Azzolino called the meeting to order at 1:03 p.m.

**Roll Call**

Dr. Columbu called the roll. All committee members were present.

**Approval of August 30, 2012 Minutes**

**MOTION: DR. LUBKIN MOVED TO APPROVE THE MINUTES**

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

**VOTE: 3-0**

**MOTION CARRIED**

### **Disciplinary Guidelines**

Dr. Azzolino suggested working on each item individually from the Disciplinary Guidelines document.

The committee requested Mr. Puleo and staff to: bring a draft Practice Monitor Application to discuss at a future Committee meeting and also provide a draft Notification to Patients form after staff surveyed other Boards for samples of a form they currently use. Staff also provided a sample copy of a Billing Monitor Quarterly Evaluation Report form, after the committee approved billing monitor as a new section in the Disciplinary Guidelines.

Dr. Lubkin commented on creating a new category for informal decisions such as citation and fines and letters of admonishments.

Mr. Puleo will have staff create a document, to add to the disciplinary guidelines, creating penalties for informal disciplinary violations with associated range of fines which will include an introductory paragraph explaining the use. The document will be provided at a future Committee meeting.

### **MOTION: DR. AZZOLINO MOVED TO DRAFT A CATEGORY EXPLICITLY STATING THE CITATION AND FEES**

Mr. Puleo recommended creating an informal category for citation and fines and letters of admonishment.

### **MOTION: DR. AZZOLINO AMENDED THE MOTION TO DIVIDE THE FORMAL AND INFORMAL CATEGORIES. THE INFORMAL CATEGORIES WILL INCORPORATE THE CITATION AND FINES AND LETTER OF ADMONISHMENT WITH RANGE OF FINES SECOND: DR. LUBKIN SECONDED THE MOTION**

**VOTE: 3-0**

**MOTION CARRIED**

The Committee proceeded to make changes to the Disciplinary Guidelines sections: Factors to be Considered in Determining Penalties; Terms of Probation – Standard Conditions and Optional Conditions; Category I; Category II; Category III; and, Category IV.

In reviewing the Category III violations, Dr. Lubkin requested to carry over discussion on Business and Professions sections 725, 726 and 810 at a future Committee meeting.

### **MOTION: DR. LUBKIN MOVED TO APPROVE THE CHANGES TO THE DISCIPLINARY GUIDELINES AS DISCUSSED SECOND: DR. AZZOLINO SECONDED THE MOTION**

**VOTE: 3-0**

**MOTION CARRIED**

The Committee approved the attached document with changes to the Disciplinary Guidelines as incorporated herein (Attachment A).

**Adjournment**

Dr. Azzolino adjourned the meeting at 2:15