



State of California  
Edmund G. Brown Jr., Governor

**Board of Chiropractic Examiners  
TELECONFERENCE MEETING MINUTES  
Licensing, Continuing Education & Public Relations Committee  
July 18, 2013  
901 P Street, Suite 142A  
Sacramento, CA 95814**

**Teleconference Locations with Public Access**

Frank Ruffino  
480 Alta Road  
San Diego, CA 92179  
(619) 661-8654

**Committee Members Present**

Heather Dehn, D.C., Chair  
Hugh Lubkin, D.C.  
Frank Ruffino

**Staff Present**

Robert Puleo, Executive Officer  
Linda Shaw, Licensing/CE Manager  
Tammi Pitto, Licensing Analyst

**Call to Order**

Dr. Dehn called the meeting to order at 2:00 p.m.

**Roll Call**

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

**Approval of Minutes**

**MOTION: MR. RUFFINO MOVED TO APPROVE THE MINUTES OF THE JUNE 25, 2013  
LICENSING, CONTINUING EDUCATION & PUBLIC RELATIONS COMMITTEE MEETING**

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

**VOTE: 3-0**

**MOTION CARRIED**

### **Continuing Education Audits**

Dr. Dehn updated the continuing education audit forms, taking the feedback from the last meeting into consideration. Dr. Lubkin and Mr. Ruffino indicated the forms looked good and no additional changes were needed. Dr. Dehn stated the Committee will present the forms to the full Board for approval at the upcoming board meeting.

Dr. Dehn provided a written statement discussing the purpose of CE audits and how the policy will work. Mr. Puleo presented a problem with the Committee being involved in actionable items; as this may require them to recuse themselves should the matter need to go before the full Board for action.

The Committee discussed the process on dealing with actionable items. Dr. Lubkin clarified that the board has regulation with a built in disciplinary process, and feels the majority of issues would be resolved at the staff level. Dr. Dehn would like to re-word the written statement regarding the purpose of CE audits prior to presenting it to the full Board.

### **CCE Recognition of International Applicants**

Mr. Puleo spoke with a representative from the Council on Chiropractic Education (CCE); at this time CCE has no intention to consider approving international schools. They would be willing to consider if a school came to them directly with interest, but that hasn't happened.

Dr. Lubkin suggested Mr. Puleo contact CCE to determine what would be needed for them to accomplish accrediting an international college; also to possibly be proactive and contact colleges with the information provided by CCE, informing the colleges what would be needed for them to become accredited.

Mr. Puleo suggested asking a representative from CCE to call in to the next committee meeting, and possibly attend a full board meeting.

### **Public Comment**

None

### **Future Agenda Items**

The Committee agreed that it would be beneficial to have a telephone conference with CCE at a meeting, and if it's determined to be beneficial, at a future board meeting as well.

### **Adjournment**

Dr. Dehn adjourned the meeting at 2:37 p.m.