



State of California  
Edmund G. Brown Jr., Governor

**Board of Chiropractic Examiners  
TELECONFERENCE MEETING MINUTES  
Licensing, Continuing Education & Public Relations Committee  
January 19, 2016  
901 P Street, Suite 142A  
Sacramento, CA 95814**

**Teleconference Meeting Locations:**

Board of Chiropractic  
Examiners  
901 P St, Ste 142A  
Sacramento, CA 95817  
(916) 263-5355

Corey Lichtman, DC  
538 Stevens Ave.  
Solana Beach, CA 92075  
(858) 481-1889

Heather Dehn, DC  
4616 El Camino Ave  
Sacramento, CA 95821  
(916) 488-0242

John Roza, Jr., DC  
800 Douglas Blvd  
Roseville, CA 95678  
(916) 786-2267

**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, Staff Services Manager I  
Marcus McCarther, Associate Governmental Program Analyst  
Brianna Lauziere, Staff Services Analyst

**Call to Order**

Dr. Dehn called the meeting to order at 12:37 P.M.

**Roll Call**

Dr. Roza called roll. All Board members were present at the locations specified on the Agenda.

**Approval of Minutes**

**MOTION: DR. ROZA MOVED TO APPROVE THE MINUTES OF THE OCTOBER 19, 2015 LICENSING, CONTINUING EDUCATION & PUBLIC RELATIONS COMMITTEE MEETING  
SECOND: DR. LICHTMAN SECONDED THE MOTION  
VOTE: 3-0 (DR. ROZA – AYE, DR. LICHTMAN – AYE, DR. DEHN – AYE)  
MOTION CARRIED**

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Consumer Complaint Hotline  
(866) 543-1311

Board of Chiropractic Examiners  
901 P Street, Suite 142A  
Sacramento, California 95814  
[www.chiro.ca.gov](http://www.chiro.ca.gov)

### **Review and Discussion of Continuing Education Audit Statistics**

The committee reviewed continuing education audit charts that were provided in the meeting materials.

Mr. Puleo explained that the chart gives a breakdown of July-November licensee audits and how many were not in compliance with the continuing education requirements.

Each month licensees are randomly selected for an audit of their continuing education yearly requirement.

Dr. Dehn asked that the staff to continue to provide continuing education statistics for the committee to review at future meetings.

Mr. Puleo stated that 20-35% are not in compliance each month with completing the continuing education requirements. This could consist of licensees who are short a few hours or did not complete the mandatory subjects.

Mr. Puleo mentioned there is no fine issued to licensees who do not pass the audit. They are given a warning and must complete the required hours of continuing education in a timely manner or their license can be suspended.

### **Update Regarding CE Provider Qualification Focus Group**

Dr. Dehn gave a brief summary of the last CE Provider Qualification Focus Group that was held in Northern California on November 5<sup>th</sup>, 2016. She mentioned the turnout was very successful but for future focus groups there needs to be instructions on what to expect.

Dr. Dehn stated that the goal for the next CE provider qualification focus group, which will be held in Southern California on February 12<sup>th</sup>, 2016, is to get more suggestions from CE providers on possible changes to the CE regulations.

Mr. Puleo mentioned that an agenda will be distributed for the next focus group to help prepare the CE providers. Instructions will be given at the beginning of the meeting so that the CE providers understand their role and what is expected from them.

Mr. Puleo inquired about the number of attendees expected at the southern California CE provider focus group. Ms. Lauziere stated that she has received responses from 15 attendees.

Dr. Dehn asked when the agenda will be prepared.

Mr. Puleo stated that the agenda will be email blasted to our online subscribers and posted to the Board's website by February 2<sup>nd</sup>, 2016.

Dr. Lichtman asked if there were any minutes from the last focus group.

Mr. Puleo will send minutes to each committee member for review; however, he does not want to publicly post any minutes until both focus groups have been completed.

Mr. Puleo stated that the purpose of these focus groups are to bring CE providers together and brainstorm ideas about possible changes to our regulations. The committee and Board will discuss the ideas that were shared for possible regulation changes.

Dr. Dehn stated there will be more committee meetings open to the public to discuss possible changes to the regulations.

Mr. Puleo suggested that if a CE provider cannot attend the focus group they can send someone on their behalf.

Dr. Dehn mentioned the Board does allow a period of time for the public to submit comments, suggestions and questions when the rulemaking process begins.

Mr. Puleo stated that if the public has any questions about the current continuing education requirements, they may contact our continuing education analyst, Genie Mitsuahara, at [genie.mitsuahara@dca.ca.gov](mailto:genie.mitsuahara@dca.ca.gov).

Dr. Dehn requested to receive the agenda for the upcoming focus group in Southern California on February 12<sup>th</sup>, 2016 for approval.

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

The committee reviewed the Winter/Spring 2016 Newsletter. They pointed out that the message from the Board "President" should have been labeled from the Chair.

Dr. Dehn asked if the Board still needed subject matter experts (SME) for the upcoming occupational analysis that was mentioned in the newsletter.

Mr. Puleo stated we are holding an occupational analysis to make sure the scope of practice is accurately representing the profession and practice.

Dr. Dehn asked the committee members to continue to reach out to their colleagues and other licensees who may be interested in helping the Board serve as SME's and to contact Brianna Lauziere at [Brianna.lauziere@dca.ca.gov](mailto:Brianna.lauziere@dca.ca.gov) or by telephone 916-263-5355 ext 5373 with questions.

Dr. Lichtman asked whether a Board member could participate as an SME for the occupational analyst.

Mr. Puleo will review the participation requirements for this particular subject matter expert workshop and report back to the committee.

Mr. Puleo announced that the Newsletter is now available on the Board's website and hard copies are available upon request.

The committee reviewed the Licensee Guide.

Ms. Lauziere shared that there were options for the cover photo and subtitles.

The committee preferred the subtitle, "Getting Licensed and Staying Licensed" rather than "Prospective Licensees/Licensure".

The committee also selected the photo of the young woman hanging her chiropractic license on the wall, as it relates to the Board's licensure posting requirements.

Dr. Dehn had a brief discussion about the section that pertains to common violations that could result in disciplinary action.

The committee decided it was important to list DUI under conviction of a crime for clarification. The committee also decided to elaborate on the sexual misconduct bracket by adding, "a relationship with patient or employee".

Dr. Dehn asked for changes to be made so that the brochure can be reviewed by the full Board at the next Board meeting.

Mr. Puleo suggested that the committee vote on moving forward with the changes suggested in today's meeting and present the final publication to the full Board at the next Public Board meeting, January 28, 2016.

**MOTION: DR. DEHN MOVED TO APPROVE THE CHANGES IN THE LICENSEES GUIDE AND PRESENT TO THE BOARD AT THE NEXT PUBLIC BOARD MEETING.**

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

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

**MOTION CARRIED**

### **Public Comment**

Public comment was made to continue the discussion of possible changes to the continuing education regulations.

### **Future Agenda Items**

Dr. Dehn stated by the next committee meeting we will be able to discuss the outcome of the Southern California CE Provider Qualification Focus Group.

### **Adjournment**

Dr. Dehn adjourned the meeting at 1:34 P.M.