



State of California
Edmund G. Brown Jr., Governor

**Board of Chiropractic Examiners
TELECONFERENCE MEETING MINUTES
Licensing, Continuing Education & Public Relations Committee
March 27, 2014
901 P Street, Suite 142A
Sacramento, CA 95814**

Teleconference Locations with Public Access

Frank Ruffino
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Heather Dehn, DC
John Roza Jr., DC
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Committee Members Present

Heather Dehn, D.C., Chair
John Roza Jr., DC
Frank Ruffino

Staff Present

Robert Puleo, Executive Officer
Linda Shaw, Licensing/CE Manager
Sandra Walker, Enforcement Manager
Dixie Van Allen, Associate Governmental Program Analyst
Tammi Pitto, Licensing Analyst

Call to Order

Dr. Dehn called the meeting to order at 2:01 p.m.

Roll Call

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

Approval of Minutes

MOTION: MR. RUFFINO MOVED TO APPROVE THE MINUTES OF THE JANUARY 9, 2014 LICENSING, CONTINUING EDUCATION & PUBLIC RELATIONS COMMITTEE MEETING

SECOND: DR. DEHN SECONDED THE MOTION

VOTE: 3-0

MOTION CARRIED

Overview of Enacted Legislation Requiring Rulemaking Action by the Board – Title 16 CCR Section 321 Application for Licensure

- AB 258 – Chavez, Chapter 227, Statutes of 2013 (State agencies: veterans)
- AB 1057 – Medina, Chapter 693, Statutes of 2013 (Professions and vocations: licenses; military service)
- AB 1904 – Block, Chapter 399, Statutes of 2012 (Professions and vocations: military spouses: expedited licensure)

Mrs. Van Allen and Mr. Puleo provided updates and clarification regarding these bills. They will require the application to ask questions that identify military personnel in efforts to expedite the processing of their applications. We are complying with the changes through one regulation package that will address everything.

Dr. Lubkin provided public comment indicating one of the bills did not include the National Guard.

Progress on Surveying International Schools on Reviewing their Requirements for Compatibility to USA Standards for Possible Recognition of International Applicants

Mr. Puleo provided an update indicating there were letters sent to approximately 16 international schools that are members of the CCEI; and we have received responses from about half of them. However, most responded they are working with the European CCE on related projects and will submit their information once completed.

The Committee discussed moving forward with this project using the information from the schools that did provide some hard data.

Mrs. Deborah Mattos representing Southern California University of Health Sciences (SCUHS) provided public comment and asked for clarification on this project.

Dr. Dehn provided clarification.

Dr. Lubkin provided public comment indicating the Board is moving in the right direction with this project.

Identifying and Assigning Audits of New Continuing Education Providers' Continuing Education Courses

Ms. Shaw provided an update and overview of the new Providers offering CE courses.

The Committee discussed ideas on how to gain auditors, and creating a training class to ensure consistent auditing.

Russ Heimerich, Department of Consumer Affairs, Deputy Director of the Communications Division, discussed using Facebook and Twitter as options to get messages out to licensees and the public.

Dr. Lubkin provided public comment regarding ideas to obtain auditors.

Dr. Dehn did not assign any new audits at this time.

Review Progress of Auditing Continuing Education Courses

Dr. Dehn indicated that several courses are still pending audits.

Creation of New Outreach Publications for the Board

Russ Heimerich provided an overview of what his unit does and the services they can provide. He would like to have a meeting to determine the needs of the Board and how they can help.

The Committee discussed moving forward with meeting and getting publications started.

Progress on Development of California Law and Professional Practice Examination

Mr. Puleo provided an update indicating the first workshop just happened and no feedback has been received yet.

The Committee discussed options for getting candidates to participate in the workshops.

Discussion Regarding Implementation of the following Goals and Objectives from BCE's Strategic Plan

- A) Goal 1: Licensing
- B) Goal 3: Professional Qualifications and Continuing Education
 - 1) 3.2.4 The Licensing, Continuing Education, & Public Relations (LIC/CE/PR) Committee assigns auditors to attend CE courses and audit providers.
 - 2) 3.3.3 Identify the top 10 licensee violations and disseminate to CE providers as topics for CE courses.
 - 3) 3.4.1 Assign a professional Board member to serve as a liaison to professional organizations and BCE.
 - 4) 3.4.2 Update Board member manual to reflect new duties and responsibilities of the Board liaison role.
- C) Goal 4: Organizational Effectiveness
 - 1) 4.3.1 Establish a process that would encourage licensees to attend Board meetings (e.g., credit earned toward professional development).
 - 2) 4.3.2 Invite school representatives as guest speakers at Board meetings.
 - 3) 4.3.3 Send Board meeting calendar to schools, colleges, and associations to disseminate.
 - 4) 4.3.4 Ask professional associations to publicize Board meeting dates.

The Committee discussed the status of items from the Strategic Plan with completion dates that are coming up to ensure they are completed or being worked on.

Public Comment

No public comment came forward.

Future Agenda Items

Three new agenda items were brought forward:

- 1) Discussion on providing an insert with renewals regarding serving as an auditor
- 2) Identify the top 10 licensee violations for CE providers
- 3) Discussion on the Board quarterly news letter

The Committee set the next meeting for April 17, 2014 at 2:00pm.

Adjournment

Dr. Dehn adjourned the meeting at 3:46 p.m.