



**NORTH DAKOTA
STATE BOARD OF CHIROPRACTIC EXAMINERS**

**Minutes of the Conference Call Board Meeting of the North Dakota State Board
of Chiropractic Examiners held November 20, 2019.**

Call to Order: Dr. Dion Ficek called the meeting to order at 8:30 AM CST.

Roll Call: Dr. Ficek, Dr. Remmick, Dr. Froehling, Dr. Pederson, Dr. Yohe, Ms. Mellum, Assistant Attorney General Ms. Allyson Hicks, and Executive Director Lisa Blanchard were present.

There were public attendees present on the conference call.

Reading of the Mission Statement: Dr. Dion Ficek

Additions to the Agenda: A motion was made by Dr. Froehling, second by Dr. Yohe to add to the agenda: 1) Unlicensed individual information; and 2) NDMIRT Board Rules Draft. A roll call vote was taken with all members voting in the affirmative (6-0). Motion passed.

Board Business:

Board Member Appointments. Dr. Ficek acknowledged Ms. Christa Mellum filling the CCCA appointment and Dr. Froehling being reappointed to his 2nd term.

Open Meetings/Open Records Law Complaint. Attorney General Opinion 2019-O-19 was received. No violations of the open meeting or open record laws were found.

2017/2018 Audit. The Board received the Audit reports from Brady Martz at the September 20, 2019 meeting, but desired additional time for review before approval. A motion was made by Dr. Froehling, second by Dr. Pederson, to accept the 2017/2018 Audit as presented. A roll call vote was taken with all members voting in the affirmative (6-0). Motion passed.

ND Dept. of Human Services Request. A request was made regarding SFN 750 and the ability of chiropractors to perform and authorize 9 procedures. A motion was made by Dr. Yohe, second by Dr. Pederson, to respond for SFN 750 chiropractors can perform and can authorize maintenance exercise; cognitive; taking BP/TPR; Ted Socks; Prosthesis/Orthotics; and Hoyer Lift/Mechanized bath chair. They cannot perform or cannot authorize catheter; medical gases; and suppository. A roll call vote was taken with all members voting in the affirmative (6-0). Motion passed.

Approval of License Process – Risk Management. The Risk Management division has requested that ND licensing boards adopt a recommended process for the issuing of licenses. A motion was made by Dr. Remmick, second by Dr. Froehling, to authorize the Executive Director to grant licenses to all applicants that meet the requirements and have no barriers to licensure under the Century Code or Administrative Rules. A roll call vote was taken with all members voting in the affirmative (6-0). Motion passed. A motion was made by Dr. Remmick, second by Dr. Yohe, if discretionary matters arise, the Executive Director will bring the application before the full board at the next available meeting for review and

determination. A roll call vote was taken with all members voting in the affirmative (6-0). Motion passed.

Approval of Licenses. A motion was made by Dr. Remmick, second by Dr. Froehling, to amend to agenda to include D.C. license #1115 and CCCA certification #CCCA156 as those were completed after the original agenda was posted. A roll call vote was taken with all members voting in the affirmative (6-0). Motion passed. A motion was made by Dr. Yohe, second by Dr. Remmick, to approve the initial D.C. licenses #1107-#1115; reactivation of D.C. license #717; and CCCA certifications #CCCA141-#CCCA156. A roll call vote was taken with all members voting in the affirmative (6-0). Motion passed.

CE Course Approval Requests (3).

- Badinger: The executive director was instructed to send a request regarding the number of hours Dr. Badinger is requesting for the course. Instruction only.
- Roloff: Upon review of the information provided, a motion was made by Dr. Pederson, second by Dr. Froehling, to approve the course. A roll call vote was taken with all members voting in the affirmative (6-0). Motion passed.
- Peterson: Upon review of the information provided, a motion was made by Dr. Remmick, second by Dr. Froehling, to approve the course. A roll call vote was taken with all members voting in the affirmative (6-0). Motion passed. Dr. Remmick requested that the Executive Director request that any future approval requests be made prior to starting the course vs. retroactively, if possible.

2020 Board Meeting Public Attendance Policy. Dr. Ficek read a policy proposal requesting clarity for the Executive Director, Attorney, and public for the attendance at in-person board meetings for 2020. In 2019, out of courtesy, the Board offered a conference phone at many board meetings for the purpose of the discussion of the Administrative Rules. This is not required by ND Open Meeting Laws therefore will not be continued into 2020. We will attempt to limit the topics of conference calls to non-executive session items. A motion was made by Dr. Remmick, second by Dr. Yohe, to approve the policy as read. A roll call vote was taken with all members voting in the affirmative (6-0). Motion passed.

Unlicensed practice report. The Executive Director received information regarding a potential unlicensed individual. The person sharing the information wants to remain anonymous at this time. Upon advice from Ms. Hicks, we will carry this item over to the January meeting to be discussed in Executive Session.

NDMIRT Board Proposed Rules. Ms. Hicks advised that she also represents NDMIRT Board. The proposed rules were shared with the board for our review. Information only. No action taken.

Cases:

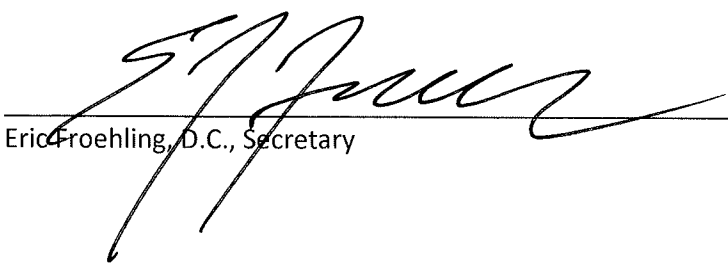
CCCA Medenwald. All terms of her conditional agreement have been met. A motion was made by Dr. Remmick, second by Dr. Yohe, to close the case. A roll call vote was taken with all members voting in the affirmative (6-0). Motion passed.

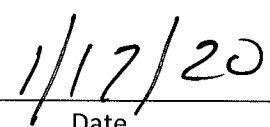
Administrative Rules Review. Ms. Hicks provided an updated draft from the September 2019 meeting. With limited time, the Board quickly went through the document. In order to continue with the process and finalize and approve the draft, the Board will hold a Special Meeting on Friday, December 6, 2019 in Bismarck starting at 1:00 PM CST.

Per Diem: A motion was made by Dr. Froehling, second by Dr. Pederson, to pay a ½ Per Diem (\$125.00) payment for this meeting. A roll call vote was taken with all members voting in the affirmative (6-0). Motion passed.

Adjourn: A motion was made by Dr. Yohe, second by Dr. Remmick, to adjourn the meeting. Motion passed. The meeting ended at 1:04 PM.

These minutes were prepared by Lisa Blanchard, Executive Director, for signature by Dr. Eric Froehling, Secretary.


Eric Froehling, D.C., Secretary


Date