



State of Idaho  
Division of Occupational and Professional Licenses  
Idaho Board of Chiropractic Physicians

**BRAD LITTLE**  
Governor  
**RUSSELL BARRON**  
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**Board Meeting Minutes of 2/10/2023**

<b>Board Members Present:</b>	Craig J Manning, D.C. - Chair Cathy Hart William Higgins, D.C. Shannon Gaertner-Ewing, D.C.	<b>Division Staff:</b>	Cesley Metcalfe, Executive Officer Yvonne Dunbar, Legal Counsel Greg Loos, Legal Counsel John Price, Investigative Unit Manager Christian Runnalls, Board Support Specialist
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The meeting was called to order at 9:00 AM by Craig J Manning, D.C.

**Approval of Minutes**

A motion was made and seconded to approve the 12/2/2022 minutes. The motion carried unanimously.

**DIVISION BUSINESS**

**2023 Legislative Session Update:** Ms. Metcalfe stated that the 2023 Legislative Session began on January 9<sup>th</sup> and that there are five Boards within the Occupational Licenses Bureau that completed Zero-Based Regulation in 2022 whose rules are going before the Legislature for approval.

**DOPL Strategic Plan:** Ms. Metcalfe explained the three main goals of DOPL's strategic plan: lead through transparency and exceptional customer service, public protection through consistent enforcement, and make recognizable and measurable reform through permissionless innovation.

**Confidentiality, Conflict of Interest, and Honorarium Policies:** Ms. Metcalfe and Ms. Dunbar presented the confidentiality and conflict of interest agreements and the new honoraria policy to the Board.

**Financial Update:** Ms. Metcalfe gave the financial report, which indicated that the Board had a cash balance of \$91,305.86 as of January 10, 2022.

**Board Member Survey:** Ms. Metcalfe stated that a survey will be sent out to the Board members after every meeting seeking feedback on how to better serve the Board.

**BOARD BUSINESS**

**Annual Meeting and Part IV Examination Attendance:** A motion was made and seconded to send one Board member to the FCLB Annual Meeting. The motion was amended and seconded to also nominate that member as the voting delegate for the NBCE Annual Meeting. The motion carried unanimously.

A motion was made and seconded to nominate one Board member as an examiner for the NBCE Part IV Examination. The motion carried unanimously.

**Licensing Report:** Ms. Metcalfe presented a report on applications received and licenses issued and renewed by staff from 9/20/22-1/31/23.

**Discuss Proposed Updates to Statute:** The Board discussed adding sub-licensure for specialties taught through accredited programs but would prefer to keep the language broad enough that licensure encompasses all specialties taught in accredited programs. The Board also discussed adding concussion treatment to the statute as part of the basic education provided in chiropractic colleges.

**Idaho Code § 54-702:** The Board reviewed a rough draft of the following suggested updates. The Board deleted “and is not a natural right of individuals” as unnecessary and added language that defines chiropractic services as “an essential service, business, and practice.” The Board added four subsections to (6) that further define the practice of chiropractic as: ii. performing patient assessments/physical examinations/complete physical examinations of the body and systems; iii. ordering and performing phlebotomy and interpreting laboratory testing; iv. dispensing prescription drugs and prescription medical devices; and v. drug administration.

The Board will continue its discussion on statute updates at the next meeting.

### **Executive Session**

A motion was made and seconded to enter executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to discuss documents relating to the fitness of a licensee to obtain or retain a license or registration. The vote was: Dr. Manning, aye; Dr. Gaertner-Ewing, aye; Dr. Higgins, aye; and Ms. Hart, aye. The motion carried unanimously.

A motion was made and seconded to exit executive session. The motion carried unanimously. No decisions were made in executive session.

### **Applications**

A motion was made and seconded to approve application DCA-2244. The motion carried unanimously.

A motion was made and seconded to deny application DCA-2307 based on Idaho Code § 54-707. The motion carried unanimously.

### **Discipline**

A motion was made and seconded to close case number I-CHI-2022-5. The motion carried unanimously.

### **Adjourn**

There being no further business, the meeting was adjourned at 10:59 AM MT.

The next meeting is on 05/5/2023.