



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

BRAD LITTLE
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Board Meeting Minutes of 9/13/2023

Board Members Present:	William Higgins, D.C. - Chair Cathy Hart Howard Arrington, D.C. Joseph Betz, D.C.	Division Staff:	Cesley Metcalfe, Executive Officer Greg Loos, General 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 William Higgins, D.C.

Introductions

Ms. Metcalfe introduced the new Board member, Dr. Betz, to the Board and to Division staff.

Board Elections: A motion was made and seconded to elect Dr. Higgins as the Board chair. Following discussion, the motion carried unanimously.

Website Update: Ms. Metcalfe presented the newly updated website to the Board.

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 a license or registration. The vote was: Dr. Higgins, aye; Dr. Arrington, aye; Dr. Betz, 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-2361. The motion carried unanimously.

A motion was made and seconded to deny application DCA-2362 based on Idaho Code § 54-707. The motion carried unanimously.

DIVISION BUSINESS

Luma Discussion: Ms. Metcalfe provided background information regarding an email that was sent to all DOPL Board members regarding the new Luma system.

Financial Update: Ms. Metcalfe gave the financial report, which indicated that the Board had a cash balance of \$79,087.98 as of June 30, 2023.

BOARD BUSINESS

November Part IV Exam: A motion was made and seconded to send one Board member to the Part IV Exam in November. The motion carried unanimously.

Statute Update: Ms. Metcalfe explained that the statute update will not move forward this year. Division staff will work with the Governor's Office to determine whether the Board will be working on a statute update next year or performing Zero-Based Regulation (ZBR). Mr. Loos clarified that any law and rule changes must be public so potential changes to the statute will be discussed in open meetings. He also stated that the Board can only clarify the statute through changes, not expand the scope of practice. Dr. Higgins stated his desire to include industry stakeholders as much as possible throughout ZBR and statute updates. Dr. Arrington stated that the Board should also work closely with the Governor's Office and the Association throughout ZBR and statute updates.

Continuing Education Course Approval: A motion was made and seconded to delegate the authority of CE course approval to Division staff and to designate the Board chair as the Board liaison for any questions. Following discussion, the motion carried unanimously.

Licensing Report: Ms. Metcalfe presented the licensing report to the Board.

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 retain a license or registration. The vote was: Dr. Higgins, aye; Dr. Arrington, aye; Dr. Betz, 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.

Discipline

A motion was made and seconded to accept the Stipulation and Consent Order in case number CHI-2023-1 and to authorize the Board chair to sign on behalf of the Board. The motion carried unanimously.

A motion was made and seconded to close case number I-CHI-2023-11. The motion carried unanimously.

Approval of Minutes

A motion was made and seconded to approve the 05/05/2023 minutes. The motion carried unanimously.

Adjourn

There being no further business, the meeting was adjourned at 10:20 AM.

The next meeting is on 12/08/2023.