



# State of Idaho

## Division of Occupational and Professional Licenses

### Idaho Board of Chiropractic Physicians

**BRAD LITTLE**  
Governor  
**RUSSELL BARRON**  
Administrator

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#### Board Meeting Minutes of 11/21/2025

<b>Board Members Present:</b>	William Higgins, D.C. - Chair George Fiegel, D.C. Dennis Baughman Joseph Betz, D.C. Howard Arrington, D.C.	<b>Division Staff:</b>	Cesley Metcalfe, Executive Officer Kolby Reddish, Legal Counsel Steve Hogue, Investigative Unit Supervisor Lindsay Guille, Licensing Unit Supervisor Christian Runnalls, Board Support Specialist
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**Others Present:** Eric Nelson, Board Prosecutor

The meeting was called to order at 9:10 AM by Howard Arrington, D.C.

#### Introductions

Ms. Metcalfe introduced the new public Board member, Dennis Baughman.

#### Approval of Minutes

A motion was made and seconded to approve the 05/30/2025 minutes. The motion carried unanimously.

#### Public Comment

Dr. Beau Warlick spoke to the Board about the discipline on his prior license and presented his case for licensure in Idaho based on compliance with discipline requirements and his clean record practicing since 2023. He thanked the Board for the opportunity to hear his testimony.

#### DIVISION BUSINESS

**Public Member Training:** Mr. Reddish presented training to the Board on the role and importance of public members appointed to regulatory boards.

**SharePoint Site for Meeting Materials:** Ms. Metcalfe presented the new SharePoint site for Board members to access meeting materials.

**Travel Policy Discussion:** Ms. Metcalfe discussed the Idaho travel policy and the expectations for Board members when traveling for Board meetings and conferences.

**Financial Update:** Ms. Metcalfe presented the Board's financial report for the first quarter of FY2026, which indicated that the Board had a cash balance of \$39,988.71 as of September 30, 2025.

#### BOARD BUSINESS

**Board Elections:** A motion was made and seconded to re-elect Dr. Higgins as the Board chair. The motion carried unanimously.

**Delegated Authority:** Ms. Metcalfe reviewed the delegated authority the Board has granted to Division staff and individual Board members.

A motion was made and seconded to affirm the delegated authority items one through ten as presented. The motion carried unanimously.

**Conference Attendance Requests:** A motion was made and seconded to send up to two Board members to the Federation of Chiropractic Licensing Boards Annual Conference. The motion carried unanimously.

**NBCE Part IV Nominations:** A motion was made and seconded to send Dr. Arrington as a Board delegate to the NBCE Part IV Test Development Committee. The motion carried unanimously.

**Licensing Report:** Ms. Guille presented the licensing report.

### **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: William Higgins, aye; George Fiegel, aye; Dennis Baughman, aye; Joseph Betz, aye; and Howard Arrington, 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 deny waiver request 1312048. The motion carried unanimously.

A motion was made and seconded to approve applications 1811611 and 1817533. The motion carried unanimously.

### **Discipline**

A motion was made and seconded to authorize the prosecuting attorney to negotiate a Stipulation and Consent Order with the terms discussed in executive session in case number 1512372, and to allow the Board chair to sign on behalf of the Board. The motion carried unanimously.

A motion was made and seconded to negotiate an updated Stipulation and Consent Order as discussed in executive session for case numbers 1367753 and 1378812 and to allow the Board chair to sign on behalf of the Board. The motion carried unanimously.

### **Adjourn**

There being no further business, the meeting was adjourned at 11:21 AM.

The next meeting is on 01/30/2026.