

Jeremiah W. (Jay) Nixon
Governor
State of Missouri

Jane A. Rackers, Division Director
DIVISION OF PROFESSIONAL REGISTRATION

Department of Insurance
Financial Institutions
and Professional Registration
John M. Huff, Director

ACUPUNCTURIST ADVISORY COMMITTEE
3605 Missouri Boulevard
P.O. Box 1335
Jefferson City, MO 65102-1335
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Loree V. Kessler, MPA
Executive Director

**Conference Call
Missouri Acupuncturist Advisory Committee
March 18, 2011 - 8:00 a.m.
Conference Call – 573-526-5904
Toll Free Number – 866-630-9352
Division of Professional Registration
3605 Missouri Boulevard - Jefferson City, Missouri**

Notification of special needs as addressed by the American with Disabilities Act should be forwarded to the Missouri Acupuncture Advisory Committee, P. O. Box 1335, 3605 Missouri Boulevard, Jefferson City, Missouri 65102 or by calling (573) 526-1555 to ensure available accommodations. The text telephone for the hearing impaired is (800) 735-2966.

Except to the extent disclosure is otherwise required by law, the Missouri Acupuncture Advisory Committee is authorized to close meetings, records and votes, to the extent they relate to the following: Chapter 610.021 subsections (1), (3), (5), (7), (13), (14), and Chapter 324.001.8 and 324.001.9 RSMo.

The Committee may convene in closed session at any time during the meeting. If the meeting is closed, the appropriate section will be announced to the public, with the motion and vote recorded in open session minutes.

Please see attached agenda for this meeting.

Attachment

**Tentative Open Agenda
Missouri Acupuncturist Advisory Committee
March 18, 2011 – 8:00 a.m.
Conference Call –
Toll Free Number –
Division of Professional Registration
3605 Missouri Boulevard - Jefferson City, Missouri**

Call to Order

Jane Van Sant

Roll Call

Loree Kessler

Approval of the Agenda

Approval of Open Session Minutes

- Conference Call January 14, 2011

Financial Report

- Update of Fee Reduction

Meeting Schedule

Motion to Close

Pursuant to sections 610.021 subsection (14), 324.001.8 and 324.001.9 RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to the licensee or applicant, section 610.021 subsection (1) RSMo for the purpose of discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney, and for the purpose of reviewing and approving closed meeting minutes of one or more previous meetings under the subsections of 610.021 RSMo which authorized this agency to go into closed session during those meetings.

Adjournment

OPEN SESSION MINUTES
Missouri Acupuncturist Advisory Committee
January 14, 2011 – 8:00 a.m.
Missouri Division of Professional Registration
3605 Missouri Boulevard – Jefferson City, Missouri

At 8:102a.m., the Missouri Acupuncturists Advisory Committee telephone conference call meeting was called to order by Jane Van Sant, chairperson, at the Missouri Division of Professional Registration, located at 3605 Missouri Boulevard, Jefferson City, Missouri.

Advisory Committee Members Present

Jane Van Sant, Chairperson
Kathleen Coleton
Jason Hackler

Staff Present

Loree Kessler, Executive Director
Jeanette Wilde, Executive I
Greg Mitchell, Counsel

Ms. Van Sant indicated she would be voting in open and closed session.

A motion was made by Ms. Coleton and seconded by Mr. Hackler to approve the open session agenda adding a discussion regarding application and licensure fees. Advisory committee members voting aye: Ms. Coleton, Mr. Hackler, and Ms. Van Sant. Motion carried unanimously.

A motion was made by Ms. Coleton and seconded by Mr. Hackler to approve the open session minutes of the November 19, 2010 conference call meeting. Advisory committee members voting aye: Ms. Coleton, Mr. Hackler, and Ms. Van Sant. Motion carried unanimously.

Financial Report

The executive provided an overview of the fund balance for the acupuncture advisory committee projected over the next several years. Based upon revenue and expenditures the advisory committee considered a reduction to the renewal fee \$150 and the application \$100. Income based upon these changes would be adequate to fund advisory committee administrative costs and avoid the potential sweep of the fund.

A motion was made by Ms. Coleton and seconded by Mr. Hackler for the executive director to proceed with the filing the necessary regulatory amendments to facilitate the reduction of the renewal and application fees. Advisory committee members voting aye: Ms. Coleton, Mr. Hackler, and Ms. Van Sant. Motion carried unanimously.

Dry Needling

The advisory committee reviewed the articles provided by the State Board of Chiropractic Examiners and the Council of Colleges of Acupuncture and Oriental Medicine concerning dry needling. No official action taken by the advisory committee.

At 8:19 a motion was made by Ms. Coleton and seconded by Mr. Hackler to convene in closed session pursuant to sections 610.021 subsection (14), 324.001.8 and 324.001.9 RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to the licensee or applicant, section 610.021 subsection (1) RSMo for the purpose of discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney, and for the purpose of reviewing and approving closed meeting minutes of one or more previous meetings under the subsections of 610.021 RSMo which authorized this agency to go into closed session during those meetings. Advisory committee members voting aye: Ms. Coleton, Mr. Hackler, and Ms. Van Sant. Motion carried unanimously.

At 8:25 a.m., a motion was made by Ms. Coleton and seconded by Mr. Hackler to convene in open session. Advisory committee members voting aye: Ms. Coleton, Mr. Hackler, and Ms. Van Sant. Motion carried unanimously.

Meeting Schedule

The advisory committee tentatively scheduled a conference call for 8:00 a.m. March 18, 2011.

The advisory committee asked about progress has been made concerning appointments. The executive director explained that the Gubernatorial Appointments Committee is conducting hearings and appointments made during the time frame the general assembly was adjourned must receive a hearing within the first thirty days of the 2011 session.

At 8:32 a.m., a motion was made by Ms. Coleton and seconded by Mr. Hackler to adjourn the conference call meeting. Advisory committee members voting aye: Ms. Coleton, Mr. Hackler, and Ms. Van Sant. Motion carried unanimously.



Executive Director

Approved by Advisory Committee on

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	Acupuncturists - 0882																
2	FY 2011 Monthly Fund Balance Sheet																
3		FY 2011 Actual													FY 2011 Projections		
4		July	August	September	October	November	December	January	February	March	April	May	June	Lapsed July	YTD Total	Projected	Remaining (Projected - YTD Total)
5	Beginning Fund Balance	27,606.54	27,018.40	26,536.77	25,021.56	24,730.69	24,928.68	25,770.51	26,193.34	26,193.34	26,193.34	26,193.34	26,193.34	26,193.34			
6	Revenue	0.00	339.20	0.00	0.00	639.20	939.20	639.20	0.00	0.00	0.00	0.00	0.00	0.00	2,556.80	14,374.75	11,817.95
7	Total Funds Available	27,606.54	27,357.60	26,536.77	25,021.56	25,369.89	25,867.88	26,409.71	26,193.34	26,193.34	26,193.34	26,193.34	26,193.34	26,193.34	2,556.80	14,374.75	11,817.95
8																	
9	Appropriation Costs:																
10	Expense and Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
11	Personal Service and Per Diem	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
12	Total Appropriation Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13																	
14	Transfer Costs:																
15	Rent	0.00	0.00	12.04	6.02	6.02	6.02	6.02	0.00	0.00	0.00	0.00	0.00	0.00	36.12	72.26	36.14
16	Workers Compensation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
17	Board Staff Fringe Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
18	DIFP Department Cost Allocation	10.99	0.00	0.00	10.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21.85	43.95	22.10
19	Licensee Refunds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	100.00
20	Biennium Sweep	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
21																	
22	PR Transfer:																
23	Division-Wide Costs	0.00	20.41	32.24	20.97	20.78	21.32	21.33	0.00	0.00	0.00	0.00	0.00	0.00	137.05	512.93	375.88
24	Purchasing Staff	0.00	0.50	0.50	0.43	0.53	0.51	0.50	0.00	0.00	0.00	0.00	0.00	0.00	2.97	5.40	2.43
25	PR/IT Staff	0.00	2.21	0.79	1.48	1.70	0.96	3.39	0.00	0.00	0.00	0.00	0.00	0.00	10.53	84.88	74.35
26	Legal Team	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
27	CRR Staff	0.00	7.09	7.59	6.61	7.37	7.82	7.30	0.00	0.00	0.00	0.00	0.00	0.00	43.78	114.94	71.16
28	Board Specific:																
29	Expense/Equipment	0.00	635.61	1,256.30	62.70	266.86	47.53	3.40	0.00	0.00	0.00	0.00	0.00	0.00	2,272.40	9,677.00	7,404.60
30	Start-up Loan Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31	Personal Services	0.00	85.02	85.02	85.02	85.02	85.02	85.02	0.00	0.00	0.00	0.00	0.00	0.00	510.12	1,258.15	748.03
32	Fringe Benefits	0.00	36.43	36.60	36.60	36.60	36.60	36.32	0.00	0.00	0.00	0.00	0.00	0.00	219.15	615.11	395.96
33	Technical Support Staff	0.00	17.41	35.26	0.88	1.02	0.94	0.64	0.00	0.00	0.00	0.00	0.00	0.00	56.15	15.96	(40.19)
34	Central Mail Processing	0.00	6.77	6.28	5.62	5.60	6.39	5.77	0.00	0.00	0.00	0.00	0.00	0.00	36.43	68.14	31.71
35	CIU Investigations	0.00	9.37	42.59	53.68	9.71	9.81	10.34	0.00	0.00	0.00	0.00	0.00	0.00	135.50	288.45	152.95
36	Total PR Transfer	0.00	820.82	1,503.17	273.99	435.19	216.90	174.01	0.00	0.00	0.00	0.00	0.00	0.00	3,424.08	12,640.96	9,216.88
37																	
38	OA Cost Allocation Transfer:																
39	OA Cost Allocation - Board Cost	0.00	0.00	0.00	0.00	0.00	64.00	32.00	0.00	0.00	0.00	0.00	0.00	0.00	96.00	129.00	33.00
40	OA Cost Allocation - PR Cost	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
41	Total OA Cost Allocation Transfer	0.00	0.00	0.00	0.00	0.00	64.00	32.00	0.00	0.00	0.00	0.00	0.00	0.00	96.00	129.00	33.00
42																	
43	GR Transfer:																
44	Attorney General	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
45	Administrative Hearing Comm.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	200.00
46	Total GR Transfer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	200.00
47																	
48	FY 2008-10 Transfers Carried Over:																
49	FY 2008 PR Transfer Adj-J. Weider	0.00	0.00	0.00	0.00	0.00	0.00	(0.80)	0.00	0.00	0.00	0.00	0.00	0.00	(0.80)	0.00	0.80
50	FY 2009 PR Transfer Adj-J. Weider	0.00	0.00	0.00	0.00	0.00	0.00	5.14	0.00	0.00	0.00	0.00	0.00	0.00	5.14	0.00	(5.14)
51	FY 2010 June PR Transfer (E&E)	374.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	374.32	374.32	0.00
52	FY 2010 June PR Transfer (PS)	202.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	202.83	202.83	0.00
53	FY 2010 July Lapse PR Transfer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
54	FY 2010 PR Transfer Adjustment	0.00	0.00	0.00	0.00	0.00	(189.55)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(189.55)	(189.55)	0.00
55	FY 2010 Final Rent Transfer Adj	0.00	0.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.01	0.01	0.00
56	FY 2010 AG - June	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
57	FY 2010 AHC - Dec. Adj (PR Tran)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
58	FY 2010 AHC - June	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
59	Total FY 2010 Transfers Carried Over	577.15	0.01	0.00	0.00	0.00	(189.55)	4.34	0.00	0.00	0.00	0.00	0.00	0.00	391.95	387.61	(4.34)
60	Total Transfers	588.14	820.83	1,515.21	290.87	441.21	97.37	216.37	0.00	0.00	0.00	0.00	0.00	0.00	3,970.00	13,573.78	9,603.78
61	Total Appropriation Costs and Transfers	588.14	820.83	1,515.21	290.87	441.21	97.37	216.37	0.00	0.00	0.00	0.00	0.00	0.00	3,970.00	13,573.78	9,603.78
62	Ending Fund Balance	27,018.40	26,536.77	25,021.56	24,730.69	24,928.68	25,770.51	26,193.34	26,193.34	26,193.34	26,193.34	26,193.34	26,193.34	26,193.34			

FY 2011 YTD Expenses by Budget Class Code - Appropriation 2207
As of January 31, 2011
Acupuncturists
Activity Code: LR71

<i>Budget Object Class</i>	<i>Budget Object Class Name</i>	<i>YTD Expended</i>	<i>Appropriation</i>	<i>Remaining Appropriation</i>	<i>Percent Remaining</i>
140	TRAVEL, IN-STATE	439.76	1,400.00	960.24	68.59%
160	TRAVEL, OUT-OF-STATE		1,500.00	1,500.00	100.00%
180	FUEL & UTILITIES			0.00	
190	SUPPLIES	182.48	200.00	17.52	8.76%
320	PROFESSIONAL DEVELOPMENT	310.00	1,400.00	1,090.00	77.86%
340	COMMUNICATION SERV & SUPP	9.39	400.00	390.61	97.65%
400	PROFESSIONAL SERVICES	1,613.76	4,500.00	2,886.24	64.14%
420	HOUSEKEEP & JANITOR SERV			0.00	
430	M&R SERVICES	3.78	50.00	46.22	92.44%
480	COMPUTER EQUIPMENT			0.00	
560	MOTORIZED EQUIPMENT			0.00	
580	OFFICE EQUIPMENT		100.00	100.00	100.00%
590	OTHER EQUIPMENT	0.47		(0.47)	
640	PROPERTY & IMPROVEMENTS		50.00	50.00	100.00%
680	BUILDING LEASE PAYMENTS			0.00	
690	EQUIPMENT RENTAL & LEASES			0.00	
740	MISCELLANEOUS EXPENSES		50.00	50.00	100.00%
	TOTAL	2,559.64	9,650.00	7,090.36	73.48%

OPEN SESSION MINUTES
Missouri Acupuncturist Advisory Committee
March 18, 2011 – 8:00 a.m.
Missouri Division of Professional Registration
3605 Missouri Boulevard – Jefferson City, Missouri

At 8:00 a.m., the Missouri Acupuncturists Advisory Committee telephone conference call meeting was called to order by Jane Van Sant, chairperson, at the Missouri Division of Professional Registration, located at 3605 Missouri Boulevard, Jefferson City, Missouri.

Advisory Committee Members Present

Jane Van Sant, Chairperson
Kathleen Coleton
Jason Hackler

Staff Present

Loree Kessler, Executive Director
Jeanette Wilde, Executive I
Greg Mitchell, Counsel

Visitor

John Schmieder, President - Acupuncture Association of Missouri

Ms. Van Sant indicated she would be voting in open and closed session.

A motion was made by Ms. Coleton and seconded by Mr. Hackler to approve the open session agenda adding a discussion regarding the upcoming annual meeting of the National Acupuncture Detoxification Association in Kansas City May 20-21, 2011 and the removal of acupuncture needles. Advisory committee members voting aye: Ms. Coleton, Mr. Hackler, and Ms. Van Sant. Motion carried unanimously.

A motion was made by Ms. Coleton and seconded by Mr. Hackler to approve the open session minutes of the January 14, 2011 conference call meeting. Advisory committee members voting aye: Ms. Coleton, Mr. Hackler, and Ms. Van Sant. Motion carried unanimously.

Financial Report

The executive director reported that the emergency regulation to reduce the 2011-2013 renewal fee and proposed amendment to reduce the application fee are under review.

NADA Annual Meeting

Mr. Schmieder provided an update regarding the NADA annual meeting in Kansas City and the advisory committee discussed the possibility of providing an overview of Missouri's licensure law and regulations. Executive Director Loree Kessler stated she would coordinate the information regarding this area. Mr. Schmieder noted that he would not be able to attend and Afua Bromley has been the contact person for the state association regarding this annual meeting.

Needle Removal

The advisory committee discussed the question concerning the removal of acupuncture needles. Based upon the law and regulations, acupuncture students or assistants can remove the needles. The advisory committee noted that if anyone, other than the licensed acupuncturist removes the acupuncture needle, that person needs be trained in proper needle removal and disposal and universal precautions.

Meeting Schedule

The advisory committee tentatively scheduled a conference call for 8:00 a.m. on May 20, 2011.

At 8:20 a. m., a motion was made by Ms. Coleton and seconded by Mr. Hackler to convene in closed session pursuant to sections 610.021 subsection (14), 324.001.8 and 324.001.9 RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to the licensee or applicant, section 610.021 subsection (1) RSMo for the purpose of discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney, and for the purpose of reviewing and approving closed meeting minutes of one or more previous meetings under the subsections of 610.021 RSMo which authorized this agency to go into closed session during those meetings.

At 8:25 a.m., a motion was made by Mr. Hackler and seconded by Ms. Coleton to convene in open session and adjourn the conference call meeting. Advisory committee members voting aye: Ms. Coleton, Mr. Hackler, and Ms. Van Sant. Motion carried unanimously.



Executive Director

Approved by Advisory Committee on May 20, 2011