

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
October 12, 2012 - 8:30 a.m.
Conference Call – 573-526-6119
Toll Free Number – 866-630-9354
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

Missouri Acupuncturist Advisory Committee
Open Session Agenda
October 12, 2012
Page 1

Conference Call
Missouri Acupuncturist Advisory Committee
October 12, 2012 - 8:30 a.m.
Conference Call – 573-526-6119
Toll Free Number – 866-630-9354
Division of Professional Registration
3605 Missouri Boulevard - Jefferson City, Missouri

Call to Order

Jane Van Sant

Roll Call

Approval of the Agenda

Approval of Open Session Minutes

- August 17, 2012 Conference Call
- September 17, 2012 Mail Ballot

Financial Statement

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
August 17, 2012 – 8:30 a.m.
Missouri Division of Professional Registration
3605 Missouri Boulevard – Jefferson City, Missouri

At 8:35 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, Processing Technician Supervisor
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. 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 June 8th conference call, and June 13th and July 10th mail ballot minutes. 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 8:30 a.m. on October 12, 2012.

At 8:39 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. Advisory committee members voting aye: Ms. Coleton, Mr. Hackler, and Ms. Van Sant. Motion carried unanimously.

At 8:41 a.m., a motion was made by Ms. Coleton and seconded by Mr. Hackler 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

OPEN MINUTES
Missouri Acupuncture Advisory Committee
Division of Professional Registration
3605 Missouri Boulevard, Jefferson City, Missouri
Email Mail Ballot of September 17, 2012

On this date, a closed email ballot was sent to the members of the Missouri Acupuncture Advisory Committee section 610.021(14) RSMo.

Mail Ballots Sent to:

Jane Van Sant, Chairperson
Kathleen Coleton, Member
Jason Hackler, Member

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) and (14), RSMo, and Sections 324.001.8 and 324.001.9 RSMo.



Executive Director

Approved by Advisory Committee

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	Acupuncturists - 0882																
2	FY 2013 Monthly Fund Balance Sheet																
3	FY 2013 Actual														FY 2013 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	27,154.60	27,782.08	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97	1,078.20	0.00	(1,078.20)
6	Revenue	1,078.20	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
7	Start-up Loan Transfer - Lenders Revenue	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
8	Total Revenue	1,078.20	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
9	Total Funds Available	28,232.80	27,782.08	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97	1,078.20	0.00	(1,078.20)
10																	
11	Appropriation Costs:																
12	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
13	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
14	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
15																	
16	Transfer Costs (other than monthly PR Transfer):																
17	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
18	Unemployment	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
19	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
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	Rent	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
22	DIFP Department Cost Allocation	0.00	9.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9.87	0.00	(9.87)
23	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	0.00	0.00
24	Start-up Loan - Borrower's Expense	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
25																	
26																	
27																	
28																	
29																	
30																	
31	PR Transfer:																
32	Division-Wide Costs	0.00	23.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	23.86	0.00	(23.86)
33	Purchasing Staff	0.00	0.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.72	0.00	(0.72)
34	PR/IT Staff	0.00	26.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	26.98	0.00	(26.98)
35	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
36	CRR Staff	0.00	7.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.62	0.00	(7.62)
37	Board Specific:																
38	Expense/Equipment	0.00	2.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.44	0.00	(2.44)
39	Personal Services	0.00	87.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	87.28	0.00	(87.28)
40	Fringe Benefits	0.00	36.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	36.48	0.00	(36.48)
41	Technical Support Staff	0.00	19.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19.29	0.00	(19.29)
42	Central Mail Processing	0.00	3.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.06	0.00	(3.06)
43	CIU Investigations	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
44	Total PR Transfer	0.00	207.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	207.73	0.00	(207.73)
45																	
46	Total OA Cost Allocation Transfer	26.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	26.00	0.00	(26.00)
47																	
48	GR Transfer:																
49	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
50	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	0.00	0.00
51	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	0.00	0.00
52																	
53	FY 2012 Transfers Carried Over:																
54	FY 2012 June PR Transfer	424.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	424.72	0.00	(424.72)
55	FY 2012 July Lapse PR Transfer	0.00	(0.51)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(0.51)	0.00	0.51
56	FY 2012 PR Transfer Adjustment	0.00	(516.98)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(516.98)	0.00	516.98
57	FY 2012 Final Rent Transfer Adj	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 2012 Final DIFP Transfer Adj	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	FY 2012 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
60	FY 2012 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
61	Total FY 2012 Transfers Carried Over	424.72	(517.49)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(92.77)	0.00	92.77
62	Total Transfers	450.72	(299.89)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.83	0.00	(150.83)
63	Total Appropriation Costs and Transfers	450.72	(299.89)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.83	0.00	(150.83)
64	Ending Fund Balance	27,782.08	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97	28,081.97			
65															YTD Total	Remaining	
66	Total PR Transfer	424.72	(299.89)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	124.83	13,444.00	13,319.17
67	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	1,000.00	1,000.00
68	Total	424.72	(299.89)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	124.83	14,444.00	14,319.17

FY 2013 YTD Expenses by Budget Class Code - Appropriation 2207
As of August 31, 2012
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	464.94	1,130.00	665.06	58.85%
160	TRAVEL, OUT-OF-STATE		1,425.00	1,425.00	100.00%
180	FUEL & UTILITIES			0.00	
190	SUPPLIES	166.63	190.00	23.37	12.30%
320	PROFESSIONAL DEVELOPMENT		1,330.00	1,330.00	100.00%
340	COMMUNICATION SERV & SUPP	2.32	400.00	397.68	99.42%
400	PROFESSIONAL SERVICES	37.68	4,700.00	4,662.32	99.20%
420	HOUSEKEEP & JANITOR SERV			0.00	
430	M&R SERVICES	3.00	50.00	47.00	94.00%
480	COMPUTER EQUIPMENT			0.00	
560	MOTORIZED EQUIPMENT			0.00	
580	OFFICE EQUIPMENT		100.00	100.00	100.00%
590	OTHER EQUIPMENT			0.00	
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	674.57	9,425.00	8,750.43	92.84%

OPEN SESSION MINUTES
Missouri Acupuncturist Advisory Committee
October 12, 2012 – 8:30 a.m.
Missouri Division of Professional Registration
3605 Missouri Boulevard – Jefferson City, Missouri

At 8:31 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, Processing Technician Supervisor
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. 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 August 17th conference call, and September 17th mail ballot minutes. Advisory committee members voting aye: Ms. Coleton, Mr. Hackler, and Ms. Van Sant. Motion carried unanimously.

Financial Statement

The executive director provided an overview of the financial statement noting the reduction in the application fee effective earlier this year.

Meeting Schedule

The advisory committee tentatively scheduled a conference call for 8:30 a.m. on December 14, 2012.

At 8:36 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. Advisory committee members voting aye: Ms. Coleton, Mr. Hackler, and Ms. Van Sant. Motion carried unanimously.

At 8:55 a.m., a motion was made by Ms. Coleton and seconded by Mr. Hackler 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 December 14, 2012