



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

STATE BOARD OF CHIROPRACTIC EXAMINERS

3605 Missouri Boulevard  
P.O. Box 672  
Jefferson City, MO 65102-0672  
573-751-2104  
573-751-0735 FAX  
800-735-2966 TTY Relay Missouri  
800-735-2466 Voice Relay Missouri  
chiropractic@pr.mo.gov

Loree V. Kessler, MPA  
Executive Director

**STATE BOARD OF CHIROPRACTIC EXAMINERS  
OPEN SESSION TENTATIVE AGENDA  
JANUARY 7, 2015 – 12:15 P.M.  
CONFERENCE CALL ACCESS NUMBER – 573-526-5712  
TOLL FREE NUMBER- 866-630-9350  
DIVISION OF PROFESSIONAL REGISTRATION  
3605 MISSOURI BOULEVARD, JEFFERSON CITY MISSOURI**

Notification of special needs as addressed by the Americans with Disabilities Act should be forwarded to the Missouri State Board of Chiropractic Examiners, P.O. Box 672, 3605 Missouri Boulevard, Jefferson City, Missouri 65102 or by calling (573) 751-0018 to ensure available accommodations. The text telephone for the Deaf or Hard of Hearing is 800/735-2966 or 800/735-2466 for Voice Relay Missouri.

Except to the extent disclosure is otherwise required by law, the Missouri State Board of Chiropractic Examiners 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 Board 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

Amended agenda posted 1/8/14 5:13 p.m.

**STATE BOARD OF CHIROPRACTIC EXAMINERS  
 OPEN SESSION TENTATIVE AGENDA  
 JANUARY 7, 2015 – 12:15 P.M.  
 CONFERENCE CALL ACCESS NUMBER – 573-526-5712  
 TOLL FREE NUMBER – 866-630-9350  
 DIVISION OF PROFESSIONAL REGISTRATION  
 3605 MISSOURI BOULEVARD, JEFFERSON CITY MISSOURI**

Call to Order	Dr. Margaret Freihaut, President
Roll Call	Executive Director
Approval of Agenda	
1. Approval of Minutes	
• November 20, 2014 Board Meeting	
• December 2, 2014 Mail Ballot	
Election of Officers	
Develop Consent Form	Dr. McIntyre
Renewal Update	Executive Director

Motions to Close

Section 610.021 subsections (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 action, causes of action or litigation and any confidential or privileged communication 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 subsection 610.021 RSMo which authorizes this agency to go into closed session during those meetings.

**OPEN SESSION MINUTES**  
**Missouri State Board of Chiropractic Examiners**  
**January 7, 2015 – 12:15 p.m.**  
**Division of Professional Registration**  
**3605 Missouri Boulevard – Jefferson City, Missouri**

At 12:20 p.m., the Missouri State Board of Chiropractic Examiners conference call meeting was called to order by Dr. Margaret Freihaut, Board President, at the Missouri Division of Professional Registration, 3605 Missouri Boulevard in Jefferson City, Missouri. The Executive Director facilitated roll call.

**Board Members Present**

Margaret Freihaut, D.C., President  
Brian McIntyre, D.C., Secretary  
Gary Carver, D. C  
Jack Rushin, D.C.

**Staff Present**

Loree Kessler, Executive Director  
Jeanette Wilde, Processing Technician Supervisor  
Greg Mitchell, Counsel

Dr. Freihaut stated she would be voting in the open and closed session.

A motion was made by Dr. Carver and seconded by Dr. McIntyre to approve the open session agenda. Board members voting aye: Dr. Carver, Dr. Freihaut, Dr. McIntyre and Dr. Rushin. Motion carried unanimously.

A motion was made by Dr. Carver and seconded by Dr. McIntyre to approve the November 20, 2014 board meeting open session minutes. Board members voting aye: Dr. Carver, Dr. Freihaut, Dr. McIntyre and Dr. Rushin. Motion carried unanimously.

A motion was made by Dr. Carver and seconded by Dr. McIntyre to approve the December 2, 2014 open mail ballot minutes. Board members voting aye: Dr. Carver, Dr. Freihaut, Dr. McIntyre and Dr. Rushin. Motion carried unanimously.

The executive director clarified that Dr. Rushin and Dr. McIntyre had received the email ballot, sent December 24, 2014, regarding the renewal fee reduction for acupuncturists. Both board members voiced their approval of the renewal fee reduction from \$200 to \$125. Drs. Freihaut and Carver previously forwarded their approval of the reduction via email.

**Election of Officers**

Dr. Rushin nominated Dr. Carver as board secretary. No additional nominations were made.

Dr. Carver nominated Dr. McIntyre as board president. No additional nominations were made.

The board elected Dr. Carver as board secretary and Dr. McIntyre as president by acclamation with Drs. Carver and McIntyre abstaining on the vote regarding their respective elective offices.

### **Consent to Treat**

Dr. McIntyre requested assistance from the board regarding potential sources of information for licensees to utilize when drafting a consent form. The board directed the executive director to contact the Cleveland and Logan chiropractic colleges for any resources or information regarding what may be taught within the curriculum. Board members indicated contact would be made with the state association. Dr. Carver stated he would contact the national association and counsel added he would contact the National Association of Chiropractic Attorneys. All information would be assembled by the March face to face to meeting.

Related to this discussion, the executive director requested clarification concerning the timeframe for maintaining EOBs (explanation of benefits). Dr. Freihaut indicated it EOBs are to be maintained for at least seven years and added there are services that offer storage of such records.

### **Renewal Update**

The executive director reported that of the notices sent, 83 paper renewals had been processed with 330 online renewals. Renewals submitted are at nearly the same level as the this time during the 2013 renewal cycle.

### **Meeting Schedule**

Dr. Carver reported a schedule conflict for the April 12<sup>th</sup> conference call. The board rescheduled the conference call to April 29<sup>th</sup>.

The executive director reported that the travel request to the Federation meeting for executive directors had been withdrawn and the travel request for Dr. Freihaut and Dr. McIntyre was in final stages of review. The executive director explained that the cost to send three individuals to the annual meeting was a concern of the division. Therefore, one out of state meeting request was withdrawn.

At 12:39 p.m., a motion was made by Dr. Carver and seconded by Dr. McIntyre to convene in closed session pursuant to section 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 actions or litigation and any confidential or privileged communication 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 authorizes agencies to go into closed sessions during those meetings. Board members voting aye: Dr. Carver, Dr. Freihaut, Dr. McIntyre and Dr. Rushin. Motion carried unanimously.

At 1:36 p.m., a motion was made by Dr. Rushin and seconded by Dr. McIntyre to convene in open session. Board members voting aye: Dr. Carver, Dr. Freihaut, Dr. McIntyre and Dr. Rushin. Motion carried unanimously.

A motion was made by Dr. Carver and seconded by Dr. Rushin to adjourn the conference call meeting. Board members voting aye: Dr. Carver, Dr. Freihaut, Dr. McIntyre and Dr. Rushin. Motion carried unanimously.



Executive Director

Approved by the Board on March 26, 2015