

**IDAHO BOARD OF ACUPUNCTURE**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Conference Call Minutes of 8/14/2015**

**BOARD MEMBERS PRESENT:** Charles W Raymond - Chair  
Naomi L Jankowitz-Brownson  
Ethan S Fisher

**BOARD MEMBERS ABSENT:** Sara Rodgers

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Mitchell Toryanski, Legal Counsel  
Cherie Simpson, Management Assistant  
Erin Anderson, Technical Records Specialist I

The meeting was called to order at 1:06 PM MDT by Charles W Raymond.

**APPROVAL OF MINUTES**

Mr. Fisher made a motion to approve the minutes of 7/10/2015. It was seconded by Ms. Jankowitz-Brownson. Motion carried.

**BOARD CONTRACT**

Ms. Cory presented to the Board the FY 2016 contract. The Board's budget is \$24,500.00. The contract presented to the Board had a typo in the budget figure. Ms. Jankowitz-Brownson made a motion to accept the contract once the correction was made to the budget amount and authorize the Board Chair to sign. It was seconded by Mr. Fisher. Motion carried.

**OLD BUSINESS**

To Do List – The Board reviewed the list. No action was taken.

Mr. Toryanski presented to the Board changes to Rule 301.02, adding the requirement that a license that has lapsed for one year or less be required to present one year of continuing education in order to reinstate an expired license, and a license that has lapsed for two years or more be required to present two years of continuing education to reinstate. The Board asked that the language "or certification" be added to the changes in the rule. A motion was made by Mr. Fisher to accept the changes to Rule 301.02 with the noted corrections and

submit the draft to the Governor's Office and the administrative Rules office. It was seconded by Ms. Jankowitz-Brownson. Motion carried.

Discussion was held on whether or not to send a postcard notice to licensees about the CE change. A motion was made by Mr. Fisher that a postcard be drafted notifying licensees of the CE changes and that the Chair will review the postcard prior to mailing. It was seconded by Ms. Jankowitz-Brownson. Motion carried.

## **FORMS**

Ms. Anderson presented to the Board changes that had been made to the renewal forms that reflected the new continuing education requirements. A motion was made by Mr. Fisher to accept the changes to the renewal question and update the forms. It was seconded by Ms. Jankowitz-Brownson. Motion carried.

## **WEBSITE**

Ms. Anderson presented to the Board suggested changes to the continuing education page of the Board's website that reflect the new continuing education requirements. A motion to accept the web changes was made by Ms. Jankowitz-Brownson. It was seconded by Mr. Fisher. Motion carried.

**NEXT MEETING** was scheduled for 10/23/2015 1:00 PM MDT.

## **ADJOURNMENT**

Ms. Jankowitz-Brownson made a motion to adjourn the meeting at 1:24 PM. It was seconded by Mr. Fisher. Motion carried.

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Charles W Raymond, Chair

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Naomi L Jankowitz-Brownson

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Ethan S Fisher

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Tana Cory, Bureau Chief