

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

Board Meeting Minutes of 8/12/2016

BOARD MEMBERS PRESENT: Charles W Raymond - Chair
Marlene F Strong
Sara C Rodgers
Naomi L Jankowitz-Brownson
Ethan S Fisher

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
Maurie Ellsworth, General Counsel
Mitchell Toryanski, Legal Counsel
Deborah Sexton, Management Assistant
Erin Anderson, Technical Records Specialist I

The meeting was called to order at 1:02 PM MDT by Charles W Raymond.

APPROVAL OF MINUTES

Ms. Jankowitz-Brownson made a motion to approve the minutes of 4/29/2016. It was seconded by Ms. Strong. Motion carried.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. She said that law change proposals were submitted to the Governor's Office, and any proposed rule changes would need to be submitted by the third week of August for the 2017 Legislature. Discussion of the Board's pending law and rule changes were deferred to later in the meeting under old business.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$112,930.34 as of 7/31/2016.

Ms. Hall also presented the Board's FY 2017 Contract. Mr. Fisher made a motion to approve the contract and authorize the Chair to sign. It was seconded by Ms. Jankowitz-Brownson. Motion carried.

OLD BUSINESS

The Board reviewed the to-do list.

CONTINUING EDUCATION-LENGTH OF APPROVAL

The Board held discussion on the length of time a CE course is valid. The Board determined a Board approved course would be valid for 4 years. The provider would be required to reapply under the following circumstances: if the approval time had exceeded 4 years, if the course content changed, or if the instructors changed. Ms. Rodgers made a motion to add to the CE providers approved notice letter the 4 year expiration date. It was seconded by Mr. Fisher. Motion carried.

Mr. Fisher made a motion to allow the Board Chair to review the updated CE provider notification letter and approve on behalf of the Board. It was seconded by Ms. Rodgers. Motion carried.

LAW/RULE UPDATES

The Board previously directed Mr. Toryanski to strike Rule 500. Mr. Toryanski presented the changes to the Board. Mr. Fisher made a motion to send the proposed change to the Governor's Office for approval. It was seconded by Ms. Rodgers. Motion carried.

AUDIT FORM UPDATE

The Board previously directed Ms. Hall to make changes to the annual license audit form. Ms. Hall presented her changes to the Board. Ms. Jankowitz-Brownson made a motion to accept the updated audit form. It was seconded by Ms. Strong. Motion carried.

NEW BUSINESS

CORRESPONDENCE

The Board reviewed correspondence received from Kara Maxwell. Ms. Maxwell inquired of the Board if micro-needling was within the scope of practice of her acupuncture license. The Board determined it was unaware of the procedures and devices that may be used in micro-needling, and would refer her to the law. A motion was made by Ms. Rodgers directing Mr. Ellsworth to draft a letter for the Chair to review referring Ms. Maxwell to Idaho Code 54-4701-4713 and recommending that if she had any questions to consult her legal counsel. It was seconded by Mr. Fisher. Motion carried.

The Board requested an agenda item regarding the honorarium payment be added for discussion at the next meeting.

EXECUTIVE SESSION

Ms. Jankowitz-Brownson made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Ms. Rodgers. The vote was: Ms. Rodgers, aye; Ms. Strong, aye; Mr. Raymond, aye; Mr. Fisher, aye; and Ms. Jankowitz-Brownson, aye. Motion carried.

Ms. Jankowitz-Brownson made a motion to come out of executive session. It was seconded by Ms. Rodgers. The vote was: Ms. Rodgers, aye; Ms. Strong, aye; Mr. Raymond, aye; Mr. Fisher, aye; and Ms. Jankowitz-Brownson, aye. Motion carried.

APPLICATIONS

Ms. Rodgers made a motion to approve the following for licensure pending receipt of additional information:

#901146647

It was seconded by Mr. Fisher. Motion carried.

Mr. Fisher made a motion to approve the following for licensure:

ACU-326 Lora Smith

It was seconded by Ms. Jankowitz-Brownson. Motion carried.

NEXT MEETING was scheduled for 10/21/2016 1:00 PM MST.

ADJOURNMENT

Ms. Strong made a motion to adjourn the meeting at 3:28 PM MDT. It was seconded by Ms. Rodgers. Motion carried.

Charles W Raymond, Chair

Marlene F Strong

Sara C Rodgers

Naomi L Jankowitz-Brownson

Ethan S Fisher

Tana Cory, Bureau Chief