

**CHIROPRACTIC EXAMINING BOARD  
MEETING MINUTES  
AUGUST 23, 2012**

Present: Jim Koshick, Jodi Griffith, John Church, Wendy Henrichs and Kathleen Schneider

Staff: Mojgan Hall, Executive Director; Yolanda McGowan, Legal Counsel; Michelle Solem, Bureau Assistant; and other Department staff

Wendy Henrichs, Board Chair, called the meeting to order at 8:41 a.m. A quorum of 5 members was confirmed.

**ADOPTION OF AGENDA**

**MOTION:** Kathleen Schneider moved, seconded by John Church, to adopt the agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES**

**Corrections**

- Page 6 – Public Comments – remove the word “we” from the last sentence of the first speaker.

**MOTION:** Kathleen Schneider moved, seconded by John Church, to approve the minutes of May 24, 2012, as corrected. Motion carried unanimously.

**MOTION:** Jim Koshick moved, seconded by Kathleen Schneider, to reflect the Board’s thanks for Mania Moore’s service on the Board and to show appreciation. Motion carried unanimously.

**MOTION:** Jim Koshick moved, seconded by Jodi Griffith, to approve all preceptors. Motion carried unanimously.

**MOTION:** Jodi Griffith moved, seconded by Kathleen Schneider, to authorize the CE liaison(s) to draft and disseminate a document outlining the information required from sponsors to show what is determined by the Board to be satisfactory completion of an application as a continuing education provider under CHIR 5. Motion carried unanimously.

**MOTION:** John Church moved, seconded by Kathleen Schneider, to designate Jim Koshick as the delegate and Jodi Griffith as the alternate to attend the NBCE Part IV exam November 9-11, 2012. Motion carried unanimously.

**CLOSED SESSION**

**MOTION:** Jim Koshick moved, seconded by Kathleen Schneider, to convene to closed session to deliberate on cases following hearing (s. 19.85(1) (a), Stats.; consider closing disciplinary investigation with administrative warning (s. 19.85(1)(b), Stats. and 440.205, Stats., to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.; and, to confer with legal counsel (s. 19.85(1)(g), Stats.). Roll Call Vote: Jim Koshick - yes; Jodi Griffith - yes; John Church - yes; Wendy Henrichs - yes; Kathleen Schneider - yes. Motion carried unanimously. Open session recessed at 11:45 a.m.

## **RECONVENE TO OPEN SESSION**

**MOTION:** Jim Koshick moved, seconded by Kathleen Schneider, to reconvene in open session at 1:22 p.m. Motion carried unanimously.

## **VOTING ON ITEMS CONSIDERED/DELIBERATED IN CLOSED SESSION**

### **PROPOSED STIPULATIONS, FINAL DECISIONS AND ORDERS**

**MOTION:** Kathleen Schneider moved, seconded by Jodi Griffith, to adopt the Findings of Fact, Conclusions of Law, Stipulation and Order, in the matter of 11 CHI 038 – Russell M. Sherbondy. Motion carried unanimously.

### **MONITORING**

**MOTION:** Kathleen Schneider moved, seconded by John Church, to grant the request received from James J. Fink, D.C., to extend the time allowed to complete the NBCE ethics exam until December 31, 2012, but deny the request to fulfill the continuing education requirements by way of on-line courses at this time. Further that James Fink provides evidence of his efforts to locate in-person CE courses. Motion carried unanimously.

**MOTION:** Kathleen Schneider moved, seconded by Jodi Griffith, to grant the request for extension received from Richard J. Ranicke, D.C., to November 1, 2012. Motion carried unanimously.

### **APPLICATION MATTERS**

**MOTION:** Jim Koshick moved, seconded by Jodi Griffith, to approve certification in Patient History. Certification in Electrotherapy will be approved upon successful completion of Physiologic Therapeutics Overview in the matter of D.B. Motion carried unanimously.

**MOTION:** Jodi Griffith moved, seconded by Jim Koshick, to grant preceptorship in the matter of J.S. Motion carried unanimously.

**MOTION:** Kathleen Schneider moved, seconded by Jim Koshick, to grant endorsement in the matter of N.C. upon completion of all other licensing requirements. Motion carried unanimously.

**MOTION:** Jim Koshick moved, seconded by Jodi Griffith, to approve licensure by endorsement in the matter of C.L. upon successful completion of either the NBCE SPEC exam or the Wisconsin practical exam and completion of all other licensing requirements. Motion carried unanimously.

### **CONTINUING EDUCATION WAIVER REQUESTS**

**MOTION:** Kathleen Schneider moved, seconded by Jim Koshick, to grant the Board's liaison authority to act on behalf of the Board with regard to the request received from C.R. Motion carried unanimously.

**MOTION:** Kathleen Schneider moved, seconded by John Church, to approve the request to complete CE for the current biennium online with the prior approval of courses by Board CE liaison in the matter of S.T. Motion carried unanimously.

### **ADJOURNMENT**

**MOTION:** John Church moved, seconded by Kathleen Schneider, to adjourn the meeting at 1:27 p.m. Motion carried unanimously.