

**ACUPUNCTURE COMMITTEE MEETING MINUTES**  
of the  
**BOARD OF MEDICAL EXAMINERS**  
**OFFICE OF THE EXECUTIVE OFFICER, 301 S. PARK AVE., HELENA MT**  
**3:00 p.m.**  
**January 7, 2014**

**1. Call To Order - Establish Quorum - Introduction of Board & Staff Members Present (00:09)**

**BOARD MEMBERS PRESENT:**

Ms. Tanja Brekke – Chair  
Ms. Pat Bollinger  
Mr. Douglas Womack

**BOARD MEMBERS NOT PRESENT:**

Ms. Bree Manninen

**STAFF PRESENT:**

Mr. Ian Marquand – Executive Officer  
Ms. Juanita Kazmierowski – Administrative Specialist  
Ms. Sheila Pfeifer – Compliance Specialist  
Ms. Shelly Gleoge – Compliance Specialist

**2. Approval and Tentative Modification of Agenda Order (01:09)**

a. January 7, 2014 Agenda

**Motion (01:21)** Mr. Douglas Womack moved to approve the agenda  
Ms. Pat Bollinger seconded. Motion carried

**3. Review and Approve Minutes (02:03)**

a. Minutes from June 4, 2013

**Motion (02:34)** Ms. Pat Bollinger moved to approve the June 4<sup>th</sup> minutes  
Mr. Douglas Womack seconded. Motion carried

**4. Public Opportunity to Comment (03:09)**

**5. Board Action (03:47)**

a. **Report on Continuing Education Audit Process (03:55)**

b. **Communications re: CE Audit (43:27)**

i. Request from Susie Clarion about course approval **(43:39)**

**Motion (45:15)** Mr. Douglas Womack moved to accept this into the program as an acceptable training  
Ms. Pat Bollinger seconded. Motion carried

ii. Requests for CE waiver **(46:28)**

**Motion (48:14)** Ms. Pat Bollinger moved to accept the first letter of request for hardship be approved for a hardship case  
Mr. Douglas Womack seconded. Motion carried

**Motion (48:14)** Mr. Douglas Womack moved to accept the second letter of request for hardship be approved for a hardship case but individual will be notified he will be required to comply in the future  
Ms. Pat Bollinger seconded. Motion carried

**c. Guidelines and forms for review/approval of non-NCCAOM courses and programs (52:18)**

**d. Acupuncturist Rules Review - Ms. Anne O'Leary (01:01:13)**

**Motion (01:33:40)** Ms. Pat Bollinger moved to send the agreed upon changes to 1404, 1407, 1408, and 1410 to the Boards Laws and Rules Committee for further consideration  
Mr. Douglas Womack seconded. Motion carried

**e. Topics for Committee for 2014 / Assignments (01:37:06)**

**6. Adjourn (01:37:33)**