

MINUTES
CHIROPRACTIC PHYSICIANS BOARD MEETING
April 24, 2025 | 9:00 A.M.
Room 402, 4th FLOOR
160 E 300 S SALT LAKE CITY UT
Hybrid Meeting-In Person and Electronic

Electronic attendance was available.

CONVENED: 9:03 A.M.

ADJOURNED: 9:54 A.M.

DOPL STAFF PRESENT:

Bureau Manager: Jim Garfield
Board Secretary: Tina Marshall

Compliance Specialist: Bernice Palama

BOARD MEMBERS PRESENT:

Chair: Kristina Kill, DC
Jon Stucky, DC
Larry Vance, DC
Sharon Daurelle, Public Member

Zachary Manwaring, DC

BOARD MEMBERS NOT PRESENT:

GUESTS ATTENDED ELECTRONICALLY:

Note: Others may have attended, but were not identified.

ADMINISTRATIVE BUSINESS:

CALL MEETING TO ORDER

Dr. Kill called the meeting to order at 9:03 A.M.

APPROVE JANUARY 23, 2025 MEETING MINUTES (Audio 00:01:59)

Dr. Stucky made a motion to approve the minutes as written.

Ms. Daurelle seconded the motion.

The Board motion passed unanimously.

APPOINTMENTS:

ERIC MCENTIRE, PROBATIONARY INTERVIEW (Audio 00:06:00)

Ms. Palama stated that supervisor reports had been received with no concerns.

Dr. Vance asked about the flow of the practice and new patients coming in.

Dr. McEntire explained that after the first visit, patients are sent for x-rays that are reviewed and explained to the patient at the second visit. Then a determination for treatment is made and explained to the patient.

Dr. Vance and Dr. McEntire discussed the types of examinations and consultations that are provided at the clinic.

Dr. Vance asked if the examinations are conducted in a private room or in the open adjustment area.

Dr. McEntire explained that the examinations are conducted in the open adjustment area.

Dr. Vance and Dr. McEntire discussed the hours that Dr. McEntire worked per week, how billing is handled at the clinic and types of adjustments that are provided.

Dr. Manwaring made a motion finding Dr. McEntire in compliance with his stipulation.

Dr. Kill seconded the motion

The Board motion passed unanimously.

MICHAEL VANDYKE, PROBATIONARY INTERVIEW *(Audio 00:15:36)*

Ms. Palama explained that supervisor reports were received on time. 265 patient charts were audited with no discrepancies noted.

Ms. Daurelle asked how the practice was going.

Dr. Vandyke explained that he had to let his receptionist go and hired a replacement.

Ms. Daurelle and Dr. Vandyke discussed the continuing education that had been completed and what was learned from the courses.

Dr. Kill and Dr. Vandyke discussed the training for the new receptionist, training manuals that are being created for the position and how to create the boundaries needed for the that position.

Dr. Vance explained that the Board meetings are in person unless there are extenuating circumstances.

Ms. Daurelle made a motion finding Dr. Vandyke in compliance with his stipulation.

Dr. Manwaring seconded the motion.

The Board motion passed unanimously.

STEVE BAKER, PROBATIONARY INTERVIEW *(Audio 00:27:07)*

Ms. Palama explained that the initial 30-day audit report was received. 27 charts were reviewed for January and February. 6 charts were reviewed for March.

Dr. Stucky and Dr. Phelps discussed the process on how chart audits were conducted.

Dr. Stucky asked how the office morale is with the changes that are occurring.

Dr. Baker explained that morale in the office is good.

Dr. Vance asked how many days a week that Dr. Baker is working.

Dr. Baker explained that he is in the clinic between 20 to 30 hours per week. Dr. Baker explained he does not adjust many patients.

Dr. Stucky made a motion finding Dr. Baker in compliance with his stipulation.

Dr. Manwaring seconded the motion.

The Board motion passed unanimously.

DISCUSSION ITEMS:

BOARD CHAIR (Audio 00:03:32)

Dr. Kill made the motion to nominate Dr. Vance as Chair.

Dr. Stucky seconded the motion.

Dr. Vance accepted the nomination.

The Board Motion passed unanimously.

CHIROPRACTIC PHYSICIAN QUALITY CONTROL AND PROFESSIONAL STANDARDS COMMITTEE VACANCY (Audio 00:42:48)

Mr. Garfield explained there are two vacancies for the Chiropractic Physician Quality Control and Professional Standards Committee. Any interested applicants need to submit their interest and resume or cv to Mr. Garfield for consideration.

ADJOURNED: Meeting adjourned at 9:54 A.M.

Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.

NEXT SCHEDULED MEETING: Thursday July 17, 2025.

2025 Board Meeting Scheduled:
November 20

(ss) 
Chairperson

7/17/25
Date

(ss) 
Bureau Manager

7/17/25
Date