



Arizona Association of Chiropractic

Executive Committee (EC) Annual Meeting Minutes

Meeting Date: August 21st, 2025 - 12:00 pm – 1:00 pm (MST) via Zoom call

Present:

Scott LeBaron, DC
Chris Hargrave, DC
Greg Muchnij, DC
Chris Butler, DC
Steve Kern, DC
Bill Gallagher, DC
Larry Lazzara, JD
Daniel McRae, Executive Director
Kris Dowell, Consultant
Chrissy Psaros, Consultant

Not Present:

James Bogash, DC

Meeting brought to order – 12:04 pm MST

President – Minutes were approved from last EC meeting

Dr. Kern made a motion to approve July 18th Annual meeting minutes.

Dr. Muchnij 2nd the motion (all voted aye / zero nays).

Motion carried.

Dr. Kern made a motion to approve August 21st Meeting Agenda.

Dr. Muchnij 2nd the motion (all voted aye / zero nays).

Motion carried.

President Report

None

Vice President Report

None

Past President Report

None

Treasurer Report

None

Secretary Report

None

Arizona Association of Chiropractic

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Committee Reports

A. Audit and Budget Committee

Dr. Muchnij provided a report on the current financial position of the AAC. He noted that revisions are underway to update the officers listed on the AAC bank account to reflect the current officers.

- **It was announced that Larry Lazzara will become the statutory agent for the AAC, replacing Dave Morrison.**

Daniel reported briefly on the transition to **Authorize.net** as the new financial platform and the implementation of **TCS Association Management Software (AMS)**, which will streamline membership tracking, billing, and financial reporting.

Dr. LeBaron requested a monthly breakdown of revenue from incoming dues. Daniel responded with a brief overview of current revenue.

B. Membership Committee

Chrissy provided an update on the ongoing TCS transition and shared an overview of new website sections titled *Doctor Resources* and *Member Benefits*. She requested that board members submit updated information for inclusion on the rebranded website.

C. Programs Committee

Kris reported on the finalized contract with **Gila River Resort & Casino** to host the 2026 Annual AAC Conference, scheduled for **June 12–14, 2026**.

D. Government Relations Committee

Dr. Kern announced an upcoming event hosted by Senator Werner, Chair of the Arizona Senate Committee on Health and Human Services, on **September 11, 2025**.

- Dr. Kern opened the floor for potential discussion topics for the event.
- Dr. LeBaron, Kris, and Larry provided additional suggestions.
- Larry and Dr. LeBaron discussed upcoming Arizona legislative session bills and statute changes. Dr. LeBaron requested that draft bill language be developed.
- Kris recommended preparing initial talking points for each bill, to be reviewed and organized by the Board.

Kris inquired whether the Board would consider submitting formal requests to the Arizona Attorney General. Dr. LeBaron suggested prioritizing easily actionable issues for initial submission to the AG and Arizona HHS.

E. Legal Affairs Committee

Larry contributed multiple points of legal guidance throughout the meeting and will continue to offer legal oversight on committee-related matters.

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2. Old Business

- Kris reported that the "**Spinal Health Care Month**" proclamation, pending Governor approval, remains under review. Language is still being finalized.

3. New Business

A. Committee and Board Appointments

- **Motion:** *Dr. LeBaron moved to appoint Larry Lazzara as AAC Board Parliamentarian.*
Motion carried unanimously.
- **Motion:** *Dr. LeBaron moved to create a new standing committee titled the **Education & Policy Committee** and to appoint Larry Lazzara as Chair.*
Motion carried unanimously.

The new committee will oversee:

- Convention locations
- Convention speakers
- AAC seminar planning

Additionally, Larry was invited by the Arizona Continuing Education (CE) Board to serve on their board.

Dr. LeBaron clarified that, as President, he serves as Director of all AAC committees.

- Dr. LeBaron introduced the concept of a future **Marketing Committee**, though noted that a marketing partnership currently exists between AAC and Larry.

B. Creation of New Board Position: Director of Elections

- **Motion:** *Dr. LeBaron moved to create a new board position titled **Director of Elections**, with full voting rights, to oversee all AAC elections.*
 - Larry noted that this position would require a bylaw amendment.
 - **Motion:** *Larry moved for a unanimous vote to establish the position.*
Seconded by Dr. Muchnij.
Motion carried unanimously (Ayes: All | Nays: 0).
- **Motion:** *Larry moved to appoint Dr. Kathryn Brungard as Director of Elections.*
Seconded by Dr. LeBaron.
Motion carried unanimously.

Dr. Brungard joined the meeting for formal introduction. Dr. LeBaron acknowledged the contribution of the ChiroMI team in supporting AAC operations.

C. Recordings and Documentation

- Dr. LeBaron noted that Dr. Tauber currently holds all past board meeting recordings. Dr. LeBaron will arrange to retrieve them.
- Dr. LeBaron proposed drafting a formal letter to members of the Arizona Legislature (Senate and House) introducing AAC as the only active and functional chiropractic association in Arizona.

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- Dr. LeBaron also mentioned pursuing a cease-and-desist letter to an individual (a DC) allegedly misrepresenting the AAC before state legislators.

D. AAC Journal Proposal

- Dr. LeBaron reported that **Dr. Katsaros**, Chair of the Convention Committee, proposed launching a **bi-monthly AAC Journal**.

E. CROFT Guidelines Adoption

- **Motion:** *Dr. LeBaron moved to adopt the **CROFT Guidelines** as the official standards endorsed by the AAC.*
 - Kris recommended that the Legal Affairs Committee first review the guidelines.
 - Motion tabled pending committee review.

4. Adjournment

Motion: *Dr. LeBaron moved to adjourn the meeting.*

Seconded: *Dr. Muchnij*

Motion carried.

Meeting adjourned at: 1:56 pm (MST)

Next meeting – September 25th, 2025 via Zoom