



STATE OF MAINE  
DEPARTMENT OF PROFESSIONAL & FINANCIAL REGULATION  
OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION

BOARD OF COMPLEMENTARY HEALTH CARE PROVIDERS

35 STATE HOUSE STATION

AUGUSTA, MAINE

04333-0035



Janet T. Mills  
Governor

Joan F. Cohen  
Commissioner

Minutes of November 12, 2025, Board Meeting

**Virtual Meeting Public Notification and Hearing/Viewing Instructions Provided at the Opening of the Meeting by Board Chair Sarah Ackerly.**

**CALL TO ORDER**

Chair Ackerly called the meeting to order at 9:04 a.m.

**MEMBERS PRESENT**

Sarah Ackerly, Naturopathic Doctor, Chairperson  
Anne C. Jacobs, Acupuncturist  
Maureen Tsao-Manetti, Acupuncturist  
CherylAnn Sarton, Certified Nurse Midwife  
Elizabeth Winter, Certified Professional Midwife  
Deborah Moskowitz, Naturopathic Doctor

**MEMBERS ABSENT**

Maureen Perdue, D.O.  
Mary Ellen Corrigan, Pediatric Nurse Practitioner

**STAFF PRESENT**

Penny Vaillancourt, Director  
Megan Hudson-MacRae, Assistant Attorney General, Board Counsel  
Meagan Trussell, Comprehensive Health Planner II  
Clark Phinney, Comprehensive Health Planner II

**MINUTES REVIEW AND ACTION**

*June 11, 2025 Minutes*

Sarton moved to accept the minutes of June 11, 2025, with noted corrections, seconded by Tsao-Manetti. Ackerly, Jacobs, Moskowitz and Winter in favor; Corrigan and Perdue absent.

## **2026 METTING SCHEDULE REVIEW**

Board discussed 2026 meeting schedule and approved the dates presented to them.

## **REQUEST FOR CONSIDERATION**

*July 10, 2025, request from Kim Trafton, L.Ac.*

Tsao-Mannetti moved to table this request until the statute is revised through the legislative process and Director, Penny Vaillancourt to respond to this inquiry, seconded by Jacobs. Ackerly, Moskowitz, Sarton and Winter in favor; Corrigan and Perdue absent.

*October 31, 2025, CE approval request from Elizabeth Garber, L.Ac.*

Jacobs moved to authorize board staff to approve 15-hour continuing education course and ask requester for additional information if they wish to be considered for Board pre-approval list. Seconded by Tsao-Manetti. Ackerly, Moskowitz, Sarton and Winter in favor; Corrigan and Perdue absent.

## **APPLICATION REVIEW AND BOARD ACTION**

*Rachel Colthorp, AC866 (initial)*

Tsao-Manetti moved to approve and issue licensure to Rachel Colthorp, License No. AC866 and determined Montana and Idaho as equivalent in Maine to future applicants. Seconded by Sarton. Ackerly, Jacobs, Moskowitz and Winter in favor; Corrigan and Perdue absent.

## **DIRECTOR'S REPORT**

Legislative Updates – PL 2025, c. 150 re: convening of the formulary subcommittee  
Director, Penny Vaillancourt discussed the sunrise review process which allows public/stakeholder comments on formulary rule making. Subcommittee to discuss rulemaking to include: Ackerly, Moskowitz and Perdue. Board of Pharmacy member to be included as a consultant only. Subcommittee meeting to be scheduled within the coming weeks and Board meeting to discuss outcome on December 17, 2025.

## **PUBLIC OPPORTUNITY TO COMMENT**

No public comment

## **ADJOURN**

There being no further business, Sarton moved to adjourn at 10:55 a.m., seconded by Moskowitz. Ackerly, Tsao-Manetti, Jacobs and Winter in favor; Corrigan and Perdue absent..

*Prepared By: Meagan L. Trussell, Comprehensive Health Planner II*

*Board approved: December 17, 2025*

