

INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION
EXECUTIVE COMMITTEE

Conference Call

February 4, 2020

DRAFT

MEETING MINUTES

Call to Order

Chair Terranova (ME)

The Executive Committee of the Interstate Medical Licensure Compact Commission convened at 3:01 PM, Eastern Time via conference call and was called to order by Chairman Terranova (ME).

Roll Call

Secretary Smith

The roll was called, and a quorum was established.

Members Present

Commissioner Terranova (ME) - Commission Chair
Commissioner Cousineau (NV) - Commission Vice Chair
Commissioner Simons (WI) - Commission Past Chair
Commissioner Zachariah (IL) - Chair of the Audit Committee
Commissioner Spangler (WV) - Chair of the Communications Committee
Commissioner McSorley (AZ) - Chair of the Personnel Committee
Commissioner Martinez (MN) - Chair of the Rules and Administrative Procedures Committee
Commissioner Meyers (DC) - Chair of the Technology Committee

Members Absent

Commissioner Farrelly (MD) - Treasurer and Chair of the Budget Committee

Staff Present

Wanda Bowling, Project Manager; David Clark, IMLCC Customer Relations Manager; Rick Masters, IMLCC Legal Counsel; Marschall Smith, Executive Director and Secretary

Other commission members and members of the public

None

Approval of agenda

Chair Terranova (ME)

An amended agenda for the executive committee was provided to the members prior to the meeting.

MOTION

No motion was made to approve the agenda. The meeting followed the amended agenda as presented.

Approval of the minutes

Executive Director Smith

The minutes from the January 7, 2020 meeting was provided to the members prior to the meeting for their consideration. After discussion, a grammatical correction was provided and accepted.

MOTION

MOVED BY COMMISSIONER SIMONS (WI), SECONDED BY COMMISSIONER SPANGLER (WV), TO APPROVE THE JANUARY 7, 2020 MINUTES AS AMENDED.

MOTION PASSED

UNANIMOUS

Audit Committee

Commissioner Zachariah

Work on the FY2018 audit continues and the committee will be meeting to discuss the progress and prepare for the next steps.

Budget Committee*Executive Director Smith*

A first draft of the FY2021 budget has been prepared and the committee will be meeting later in the month to review and finalize.

Communication Committee*Commissioner Spangler (WV)*

- The committee has determined that the next IMLCC newsletter will be published in June/July 2020.
- A final review of the new IMLCC webpage will take place at the end of February. It is hoped that the new webpage will be rolled out in March 2020.
- The committee will be seeking volunteers to work the IMLCC booth at the upcoming FSMB meeting in San Diego. More information and sign up opportunities will be coming soon.
- A discussion was held regarding the posting of all IMLCC committee meetings on the IMLCC webpage. After discussion it was determined that all IMLCC committee meetings would be posted on the IMLCC webpage. The posting will list the meeting date, time and contact information only, in compliance with IMLCC Bylaws, Article VII.

MOTION

MOVED BY COMMISSIONER SPANGLER (WV), SECONDED BY COMMISSIONER MEYERS (DC), TO REQUEST THAT THE EXECUTIVE DIRECTOR PUBLISH THE MEETING DATES, TIMES AND CONTACT INFORMATION FOR ALL IMLCC COMMITTEES ON THE IMLCC WEBPAGE IN ORDER TO INCREASE THE OPPORTUNITIES FOR THE PUBLIC AND IMLCC COMMISSIONER TO PARTICIPATE.

MOTION PASSED**UNANIMOUS****Personnel Committee***Commissioner McSorley (AZ)*

The committee will be finalizing and sending out the quarterly Executive Director performance evaluation.

Rules & Administrative Procedures Committee*Commissioner Martinez (MN)*

- The committee is scheduled to meet February 11, 2020 to discuss the draft policy on commissioners expectations of the authority regarding the executive committee's authority granted under the IMLCC Statutes, Section 11, paragraph k.
- A discussion was held regarding the executive director's expectations of the role of the committee in reviewing draft procedure documents and other administrative publications. After consideration, it was agreed that the committee will serve as a final reviewer of the documents to provide input and comment. The executive director will be responsible for the implementation of development of administrative functions and publications.

Technology Committee*Commissioner Meyers (DC)*

- The committee approved the re-allocation of budgeted funds. The reallocation was necessary to maximize the funding resources and was done without an increase in the total budget amount approved.
- The projects are on target and scheduled to be implemented on time.
- Budget considerations for next fiscal year are being considered to understand a bigger picture of system needs and enhancements.

Executive Director Update*Executive Director Smith*

An update was provided regarding:

- January work load
 - Phone calls received = 328
 - Emails received = 401
- January processing volume

- 419 applications processed
- 391 licenses issued
- 151 previously issued licenses renewed
- January activities
 - The new remittance process was initiated effective with all payments received January 1, 2020 moving forward. The process was necessary to comply with IMLCC Rules, Chapter 3, paragraph 3.3(1)(b).
 - The IMLCC offices were closed on Wednesday, January 1, 2020 and Monday, January 20, 2020.
 - Testimony was provided to the South Carolina Senate committee on Medical Affairs regarding the bill to join the IMLCC at the request of the committee. The committee met on Wednesday, January 15, 2020.
 - The medical and osteopathic boards in Vermont and Oklahoma went active issuing licenses. They continue to work to gain access to obtain FBI criminal background information so that they can expand their participation to acting as a State of Principal License (SPL).
 - An issue is being addressed where a Medicaid provider has denied access to physicians who used the IMLCC process to obtain their license to practice. It appears that the issue is isolated to Wisconsin.
- February activities - scheduled
 - Meeting with the South Carolina Board of Medical Examiners and the South Carolina Medical Association on Monday February 3, 2020.
 - IMLCC Rules and Administrative Procedures Committee meeting on February 11, 2020.
 - The IMLCC offices will be closed on Monday, February 17, 2020.

Discussion Items

Chair Terranova (ME)

- The new remittance process has raised some concerns and was discussed. After the discussion, it was determined that the executive director should schedule a conference call with the member board staff involved to explain the process.
- A concern has been expressed to the Chair that some member boards are concerned about the process to address questions or concerns about the Core Data information that is part of a Letter of Concern. The current process is for the member board to contact the executive director of the concern, which will be researched and a response provided. This process allows the IMLCC to track the concerns and provide training or instruction to the State of Principal License as necessary. It also allows for the notice to all the member boards that are part of the application. Part of the discussion was information that the Iowa Board of Medicine was currently investigating several applications which are believed to have incorrect or false information and the Board is considering taking disciplinary action against the physicians. After discussion, the executive director was requested to continue the outreach of the resolution process and find ways to address or correct this problem. Ideas for the Chair and executive director to consider are preparing a "Best Practices" document, considering an IMLCC audit or review process of applications and member board's verification steps, and

involving the Rules & Administrative Procedures Committee. More information will be provided at the next meeting.

- The State of Florida's OPPAGA report that was issued in October 2019 was provided to the members prior to the meeting.
- A Duke University student's paper regarding how the IMLCC could impact physicians and coverage in North Carolina was provided to the members prior to the meeting.

Commissioner Comments

Chair Terranova (ME)

No comments were provided.

Public Comments

Chair Terranova (ME)

No comments were provided.

Adjournment

Chair Terranova (ME)

There being no further business, the meeting was adjourned at 4:35 PM Eastern Time.