

INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION
EXECUTIVE COMMITTEE

Conference Call

November 5, 2019

MEETING MINUTES

DRAFT

Call to Order

Chair Simons (WI)

The Executive Committee of the Interstate Medical Licensure Compact Commission convened at 3:00 PM, Eastern Time via conference call and was called to order by Chairman Simons (WI).

Roll Call

Secretary Smith

The roll was called, and a quorum was established.

Members Present

Commissioner Simons (WI) - Commission Chair
Commissioner Martinez (MN) - Commission Vice Chair
Commissioner Cousineau (NV) - Treasurer and Chair of the Budget Committee
Commissioner Terranova (ME) - Chair of the Communications Committee
Commissioner McSorley (AZ) - Chair of the Personnel Committee
Commissioner Farrelly (MD) - Chair of the Rules and Administrative Procedures Committee
Commissioner Bohnenblust (WY) - Chair of the Technology Committee

Members Absent

Commissioner Shepard (WV) - Commission Past Chair
Commissioner Zachariah (IL) - Chair of the Audit Committee

Staff Present

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

Other commission members and members of the public

None

Approval of agenda

Chair Simons (WI)

An agenda for the executive committee was presented by the chair.

MOTION

MOVED BY COMMISSIONER BOHNENBLUST (WY), SECONDED BY COMMISSIONER TERRANOVA (ME), TO APPROVE THE AGENDA.

MOTION PASSED

UNANIMOUS

Approval of the minutes

Executive Director Smith

The minutes from the October 1, 2019 meeting and the October 14, 2019 special meeting were provided to the members prior to the meeting for their consideration.

MOTION #1 - OCTOBER 1, 2019
MEETING MINUTES

MOVED BY COMMISSIONER COUSINEAU (NV), SECONDED BY COMMISSIONER MARTINEZ (MN), TO APPROVE THE OCTOBER 1, 2019 MINUTES.

MOTION PASSED

UNANIMOUS

MOTION #2 - OCTOBER 14, 2019
SPECIAL MEETING MINUTES

MOVED BY COMMISSIONER BOHNENBLUST (WY), SECONDED BY
COMMISSIONER MARTINEZ (MN), TO APPROVE THE OCTOBER 14, 2019
SPECIAL MEETING MINUTES.

MOTION PASSED

UNANIMOUS

Communication Committee
Commissioner Terranova (ME)

The committee has been working on several projects:

- IMLCC Webpage redesign - The Communications committee is working with the webpage designer contractors to finalize the design and content. Significant progress continues to be made.
- The next edition of the IMLCC Newsletter is in its final stages and will be published in early December.
- The IMLCC Annual Report was finalized and published. It is available on the IMLCC webpage.

A draft of IMLCC Policy #7 - Policy on Changes to the IMLCC webpage or public facing media was presented to the members prior to the meeting for their consideration. A general discussion was held.

MOTION

MOVED BY COMMISSIONER MCSORLEY (AZ), SECONDED BY COMMISSIONER
TERRANOVA (ME), TO APPROVE IMLCC POLICY #7 TO BE CONSIDERED
EFFECTIVE IMMEDIATELY.

MOTION PASSED

UNANIMOUS

Technology Committee
Commissioner Bohnenblust (WY)

The committee has several projects in the pipeline. A presentation during the November 19, 2019 meeting will demo the new IMLCC webpage and discuss the system development process along with the status of the projects.

Budget Committee
Treasurer Cousineau (NV)

The account balances were provided.

**Rules & Administrative
Procedures Committee**
Commissioner Farrelly

The committee is working on the IMLCC Annual Conference agenda item regarding the SPL status. The agenda for the meeting prior to the Annual Conference has been finalized and sent to the members.

The committee reviewed and recommends approval of IMLCC Administrative Procedure #4 - IMLCC Procurement Process. A copy of the procedure was provided to the members prior to the meeting for their consideration. A general discussion was held.

MOTION

MOVED BY COMMISSIONER TERRANOVA (ME), SECONDED BY
COMMISSIONER COUSINEAU (NV), TO APPROVE IMLCC ADMINISTRATIVE
PROCEDURE #4 AND TO BE CONSIDERED EFFECTIVE IMMEDIATELY.

MOTION PASSED

UNANIMOUS

Audit Committee
Executive Director Smith

Work on the FY2018 audit continues, including allocating the Accounts Payable amounts into the proper fiscal year. An item from the FY2017 audit can be resolved and will be included in the notes for the FY2018 audit.

Personnel Committee
Commissioner McSorley (AZ)

The Executive Director's contract has been finalized with an effective date of November 1, 2019 and is for one year.

Executive Director Update*Executive Director Smith*

An update was provided regarding:

- David Clark has been hired as the IMLCC's Customer Liaison Manager with a start date of 11/1/2019.
- The IMLCC offices will be opened on November 14, 2019. The offices are located at 5401 S. Prince Street, Office 111, Littleton, CO 80120.
- The implementation of the Georgia Composite Medical Board, the Oklahoma Medical Board, and the Oklahoma State Board of Osteopathic Examiners has been delayed by the Federal Bureau of Investigations (FBI). The concerns raised by the FBI are similar to those that were resolved in 2017. It was noted that the Minnesota Board of Medical Practice, submitted the authorizing legislation that would allow it to act as a State of Principal License (SPL) was submitted for approval in July 2019 without a response.

Commissioner Comments*Chair Simons (WI)*

The Strategic Planning committee and process will kick off at the November 19, 2019 meeting with a presentation.

Public Comments*Chair Simons (WI)*

No comments were provided.

Adjournment*Chair Simons (WI)*

There being no further business, the meeting was adjourned at 3:40 PM Eastern Time.