

**INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION
EXECUTIVE COMMITTEE**

Conference Call

January 5, 2021

MEETING MINUTES

Call to Order

Chair Cushman (NE)

The Executive Committee of the Interstate Medical Licensure Compact Commission convened at 3:04 PM, Eastern Time via conference call and was called to order by Chair Cushman (NE).

Roll Call

Secretary Smith

The roll was called, and a quorum was established.

Members Present

Commissioner Cushman (NE) - Commission Chair
Commissioner Farrelly (MD) - Treasurer and Chair of the Budget Committee
Commissioner Terranova (ME) - Past Chair
Commissioner Lawler (ID) - Chair of the Audit Committee
Commissioner Spangler (WV) - Chair of the Communications Committee
Commissioner Herlihy (VT) - Chair of the Personnel Committee
Commissioner Martinez (MN) - Chair of the Rules and Administrative Procedures Committee
Commissioner Gaedecke (MI) - Chair of the Technology Committee

Members Absent

Commissioner Cousineau (NV) - Commission Vice Chair

Staff Present

David Clark, Operations Manager; Rick Masters, IMLCC Legal Counsel; Marschall Smith, Executive Director and Secretary; Dale Watts, IT Manager

Other commission members and members of the public

None were identified

Approval of agenda

Chair Cushman (NE)

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

MOTION

MOVED BY COMMISSIONER TERRANOVA (ME), SECONDED BY COMMISSIONER LAWLER (ID), TO APPROVE THE AGENDA.

MOTION PASSED

UNANIMOUS

Approval of the minutes

Executive Director Smith

The minutes from the December 8, 2020 meeting was provided to the members prior to the meeting for their consideration.

MOTION

MOVED BY COMMISSIONER FARRELLY (MD), SECONDED BY COMMISSIONER HERLIHY (VT), TO APPROVE THE DECEMBER 8, 2020 MINUTES.

MOTION PASSED

PASSED WITH COMMISSIONER TERRANOVA ABSTAINING

Audit Committee

Commissioner Lawler (ID)

- The work on the FY2019 continues, all requested information has been provided to the auditors. The auditors expect to have a first draft of the audit on or before the 1st week in February.
- IMLCC staff provided an introductory and general accounting training for the committee members.

Budget Committee*Commissioner Farrelly (MD)*

The initial draft FY2022 budget will be discussed at the meeting next week. The IMLCC staff will be providing an introductory and general accounting training to committee members - like the training provided to the audit committee members.

Communication Committee*Commissioner Spangler (WV)*

The December Newsletter has been published and is available on the IMLCC webpage.

Personnel Committee*Commissioner Herlihy (VT)*

The committee is meeting next week to review the Executive Director's staffing plan. The review will include a request for adding staff positions and the IMLCC Organizational Chart.

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

The committee will be meeting next week to create a review of current rules, policies and administrative procedures to determine if revisions should be made. In addition, the committee will establish a regular meeting schedule.

Technology Committee*Commissioner Gaedecke (MI)*

The committee will be meeting next week. On the agenda is a review of the current system data clean up and reported issues from the matrix developed by the committee and IMLCC staff.

Executive Director Update*Executive Director Smith*

- An update was provided regarding:
 - December work load
 - Phone calls = 409 (360 November)
 - Emails = 642 (663 November)
 - December processing volume
 - Applications processed = 447 applications (418 November)
 - Licenses issued = 797 licenses (742 November)
 - Previously issued licenses renewed = 687 (416 November)
 - December member board remittances
 - Transactions = 1,944 (1,571 November)
 - Fees paid to member boards = \$636,044 (\$549,789 November)
 - December inquires on LOQs issued
 - 1 inquiry received
 - Decision that the LOQ was valid
- The IMLCC staff are meeting regularly with the Louisiana State Board of Medical Examiners about onboard with an anticipate go-live date in July 2021.
- Two commissioners were recently appointed:
 - Commissioner Abramson (MT)
 - Commissioner Koenig (KY)
- There are now 12 Commissioner positions which are vacant and a project will be started with Commissioner Terranova (ME) to determine assistance that can be provided to fill these positions.
- The first draft of the FY2021 budget has been developed for review by the Budget Committee.
- A Personnel Plan and IMLCC Organizational Chart have been prepared to present to the Personnel Committee.

- Legislation regarding joining the IMLCC has been introduced in Missouri and Ohio. Discussion with two other states' legislative staff is on-going.

Commissioner Comments*Chair Cushman (NE)*

Commissioner Gaedecke asked about other health professions using the IMLCC model and process, specifically physician assistants. A general discussion was held, including a request that the IMLCC Executive Director continue efforts to participate in discussions as they take place and then report back to the Executive Committee.

Public Comments*Chair Cushman (NE)*

There were no comments provided.

Adjournment*Chair Cushman (NE)*

There being no further business, the meeting was adjourned at 3:35 PM Eastern Time.