

**INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION
EXECUTIVE COMMITTEE**

Conference Call

February 2, 2021

MEETING MINUTES

Call to Order

Chair Cushman (NE)

The Executive Committee of the Interstate Medical Licensure Compact Commission convened at 3:03 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 Cousineau (NV) - Commission Vice 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 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 Spangler (WV) - Chair of the Communications Committee

Staff Present

David Clark, Operations Manager; Rick Masters, IMLCC Legal Counsel; Todd Mata, Controller; 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 was provided to the members prior to the meeting.

MOTION

MOVED BY COMMISSIONER TERRANOVA (ME), SECONDED BY COMMISSIONER HERLIHY (VT), TO APPROVE THE AGENDA.

MOTION PASSED

UNANIMOUS

Approval of the minutes

Executive Director Smith

The minutes from the January 5, 2021 meeting was provided to the members prior to the meeting for their consideration.

MOTION

MOVED BY COMMISSIONER FARRELLY (MD), SECONDED BY COMMISSIONER MARTINEZ (MN), TO APPROVE THE JANUARY 5, 2021 MINUTES.

MOTION PASSED

UNANIMOUS

Discussion Item

Chair Cushman (NE)

- Dan Logsdon, Director of the National Center for Interstate Compacts with the Council of State Governments was an invited guest to the meeting. Mr. Logsdon led a discussion regarding universal licensure and reciprocity bills that are being introduced in a several state legislatures. A group of the health care related

compact Executive Directors have been meeting on this subject for several months, include the IMLCC's Executive Director. There is concern about patient safety and board's ability to regulate the practice in a state should these types of bills be enacted.

- A copy of a working draft IMLCC position paper on this matter was reviewed and discussed, along with a discussion about how and if the IMLCC should be engaged in the consideration of these types of bills. After discussion, it was determined that it was appropriate for the IMLCC to develop a position and to authorize the executive director and legal counsel to prepare and offer testimony in opposition to legislative bills which are contrary to the purpose and mission of the IMLCC. The executive director and legal counsel were instructed to coordinate the IMLCC's efforts with the commissioners and member state board's executive director.

MOTION

MOVED BY COMMISSIONER FARRELLY (MD), SECONDED BY COMMISSIONER MARTINEZ (MN), TO AUTHORIZE THE EXECUTIVE DIRECTOR TO ACT ON BEHALF OF THE COMMISSION IN RESPONDING TO LEGISLATIVE ACTION WHICH INTENDS TO CREATE UNIVERSAL LICENSURE OR PHYSICIAN LICENSE RECIPROCITY WHICH IS CONTRARY TO THE PURPOSE AND MISSION OF THE IMLCC. THE EXECUTIVE DIRECTOR IS REQUIRED TO COORDINATE THE ACTIONS WITH THE IMLCC'S LEGAL COUNSEL.

MOTION PASSED

UNANIMOUS

Audit Committee

Commissioner Lawler (ID)

The FY2019 audit is in the final approval stages. The committee will be reviewing the audit reports and make a determination about the audit at its meeting next meeting. The meeting will be scheduled in late February or early March.

Budget Committee

Commissioner Farrelly (MD)

- The initial draft FY2022 budget was presented and discussed. Recommendations were provided to the executive director. The committee's intention is to have a final draft budget prepared and ready for discussion by the Executive Committee no later than its May meeting.
- The committee reviewed a draft policy and discussion document regarding developing an investment strategy for IMLCC funds. The executive director and controller were instructed to finalize the draft policy for review and approval at the May commission meeting.

Communication Committee

Commissioner Spangler (WV)

The committee is scheduled to meet in late February or early March to start work on the next newsletter and to review the IMLCC webpage with staff.

Personnel Committee

Commissioner Herlihy (VT)

The committee reviewed and approved the executive director's personnel plan. The plan included creating and filling the following positions:

- IMLCC Controller
- Customer Service Representative

Additionally, the plan included obtaining through contract, the services of a professional writer to assist in the preparation of public facing documents and the IMLCC webpage.

The committee was provided copies of the current position descriptions for all IMLCC staff members, including the new positions requested as

part of the personnel plan. At the next meeting the committee will provide feedback to the executive director so that he can create a final version.

**Rules & Administrative
Procedures Committee**

Commissioner Martinez (MN)

- The committee met on January 19th.
- A review cycle of all IMLCC rules, policies and advisory opinions will start at the February meeting with a review of current IMLCC policies. The cycle will ensure that a review takes place every 5 years. The committee will allocate a portion of each meeting to this purpose.
- The committee requested that the executive director prepare documentation regarding volume levels by member board of LOQ's and Licenses issued and provide the information to the committee at its next meeting.
- The committee instructed the executive director to prepare an draft administrative procedure regarding a committee's ability to have a privileged conversation for discussion at a future meeting.
- A draft of the IMLCC draft Policy on Investment Strategies was provided for the committee's review. The policy will be presented for approval at the May Commission meeting.
- The committee reviewed an Administrative Procedure regarding IMLCC office COVID procedures. No action was taken by the committee.
- The committee will meet regularly through the year on the 3rd Tuesday of each month starting at 11:30 am Eastern time.

Technology Committee

Commissioner Gaedecke (MI)

- The committee met on January 21st.
- The IT Major project budget was reviewed along with a draft budget for FY2022.
- The committee reviewed its project matrix with the IT Manager to gauge progress and concerns about the on-going projects. This review will be a part of all future committee meetings.
- The committee requested that the executive director provide comments and requested changes to the IMLCC webpage to the Communications Committee's review and approval.

**Subcommittee or Special project
reports**

Chair Cushman (NE)

- Past Chair Terranova provided information about a project he is working on to encourage member states to appoint commissioners. There are currently 12 vacant commissioner slots.
- Chair Cushman announced that he is working on a strategy about committee assignments and other actions which could increase participation, especially in light of new state joining the compact and increasing the number of appointed commissioners.

Executive Director Update

Executive Director Smith

- An update was provided regarding:
 - January work load
 - Phone calls = 436 (409 December)
 - Emails = 597 (642 December)
 - January processing volume
 - Applications processed = 433 applications (447 December)
 - Licenses issued = 711 licenses (797 December)
 - Previously issued licenses renewed = 267 (687 December)

- January member board remittances
 - Transactions = 1,401 (1,944 December)
 - Fees paid to member boards = \$469,876.40 (\$636,044.00 December)
- December inquires on LOQs issued
 - 1 inquiry received
 - Not yet resolved
- 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.
- Commencing regular meetings with representatives from the Administrators In Medicine (AIM), specifically Commissioner Hansen, to coordinate a licensing staff training/summit in the summer/fall 2021.
- The executive director will be presenting a system demonstration to representatives from the U.S. Health Resources & Services Administration (HRSA) on Wednesday, February 2nd.
- Legislation regarding joining the IMLCC has been introduced in the following states:
 - Missouri
 - New Jersey
 - Ohio
 - Oregon
 - Texas

Commissioner Comments*Chair Cushman (NE)*

There were no comments provided

Public Comments*Chair Cushman (NE)*

There were no comments provided.

Adjournment*Chair Cushman (NE)*

There being no further business, the meeting was adjourned at 4:32 PM Eastern Time.