

**INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION
EXECUTIVE COMMITTEE
Conference Call
July 25, 2017**

The Executive Committee of the Interstate Medical Licensure Compact Commission convened at 3:04 PM, EST via conference call and was called to order by Chairman Jon Thomas (MN).

Roll Call was completed by Secretary Shepard (WV) with the following Executive Committee Members present.

Commissioner Thomas (MN)	-	Commission Chairman
Commissioner Bowden (IA)	-	Vice Chair and Chair of Bylaws/Rules
Commissioner Shepard (WV)	-	Secretary and Chair of Communications
Commissioner Bohnenblust (WY)	-	Chair of Technology Committee
Commissioner McSorley (AZ)	-	Chair of Personnel Committee

South Dakota was also recognized as being on the call.

Agenda:

The agenda was presented by Secretary Shepard (WV) for approval. The agenda was unanimously approved by voice vote.

Minutes:

The minutes of the July 11, 2017 Executive Committee meeting were presented for approval by Secretary Shepard (WV). The minutes were unanimously approved as presented by voice vote.

Chair's Report:

Chairman Thomas (MN) reported that he has received notice of resignation from Treasurer Zachariah (IL). The Chair is still waiting to hear from two commissioners under consideration for interim approval by the Executive Committee.

Committee Reports:

BUDGET COMMITTEE: In the absence of a Treasurer, there was no report from the Budget Committee.

COMMUNICATIONS COMMITTEE: The committee met on July 21, 2017 via conference call. Four members, including the chair were present on the call. Discussions included the following:

- 1) Brief summary of the work of the committee to date for new members;
- 2) Concern for the accuracy and timeliness of data being entered onto the IMLCC.org website;
- 3) Recommendation to place the Commission Chair's summary on the FBI issues on the commission website;
- 4) Planned updates to the FAQ's and Fact Sheet on the IMLCC.
- 5) Chair is working with legal counsel on a response to a FOIA request.

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Executive Committee Meeting Minutes
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PERSONNEL
COMMITTEE:

Chairperson McSorley (AZ), reported on the search committee's recommendation for the Executive Director position. Marschall Smith from Colorado was the candidate of choice and was recommended to the Executive Committee for approval. Mr. Smith was approved by unanimous voice vote. Personnel Committee Chair will notify Mr. Smith and begin working on contract draft with legal counsel to be presented at the August 8th meeting of the Executive Committee.

AUDIT COMMITTEE:

The Commission Chair hopes to have a new Treasurer appointed so that the audit for 2017 can begin.

BYLAWS/RULES
COMMITTEE:

Chairman Bowden (IA) had nothing to report for this meeting.

TECHNOLOGY COMMITTEE: Chairman Bohnenblust, (WY) reported on the following:

- 1) Confirmation that resolution of timely and accurate reporting on the website has been made;
- 2) Continuing work on information sharing processes;
- 3) Glitches that have been experienced in the application process have been identified with the Paypal portion of the application within DocuSign. Attempts are being made to move that process through the IMLCC website instead of DocuSign.

SUB-COMMITTEE:

The Executive Committee has the authority to act on behalf of the Commission in between commission meetings. As questions on performance issues of member boards in fulfilling the vetting of new applicants have arisen by other member states, this issue is being referred to the sub-committee. Specifically, Wisconsin will be asked to meet, informally, with the sub-committee to discuss and provide written confirmation on the following licensing issues:

- 1) Provide statutory authority (not compact authority) in Wisconsin allowing the medical board to conduct criminal background checks;
- 2) Explain the process of primary source verifications that provide for such quick turnaround responses.

Executive Committee Tasks:

- 1) After the Personnel Committee and Legal Counsel have developed a draft contract for the Executive Director position, it will be presented to the Executive Committee for review and approval.
- 2) Receive the report from the sub-committee on the performance reviews conducted by the Sub-Committee.

Public Comments:

There were no public comments.

Adjournment:

Motion for adjournment was made by Commissioner Bohnenblust (WY) and seconded by Secretary Shepard (WV). The committee approved the adjournment at 3:41 PM EST by unanimous voice vote.

Respectfully submitted,

Diana Shepard, CMBE
Commission Secretary

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