

INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION
EXECUTIVE COMMITTEE

Conference Call

March 6, 2018

MEETING MINUTES

Call to Order

Commissioner Bowden (IA)

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 Bowden (IA).

Roll Call

Secretary Smith

The roll was called, and a quorum was established.

Members Present

Commissioner Bowden (IA) - Commission Chair
Commissioner Shepard (WV) - Vice Chair and Chair of Communications Committee
Commissioner Simons (WI) - Chair of the Audit Committee
Commissioner Martinez (MN) - Chair of Bylaws and Rules Committee
Commissioner McSorley (AZ) - Chair of Personnel Committee
Commissioner Bohnenblust (WY) - Chair of Technology Committee

Members Absent

Commissioner Maresh (WA) - Treasurer and Chair of Budget Committee
Commissioner Thomas (MN) - Immediate Past Commission Chair

Staff Present

Marschall Smith, Executive Director and Secretary; Wanda Bowlin, Project Manager

Other commission members and members of the public

CompHealth

Approval of agenda

Chairman Bowden (IA)

The standard agenda for the executive committee was presented by Chairman Bowden (IA) for approval.

MOTION

MOVED BY COMMISSIONER SIMONS (WI), SECONDED BY COMMISSIONER BOHNENBLUST (WY), TO APPROVE THE AGENDA FOR THE FEBRUARY 20, 2018 EXECUTIVE COMMITTEE MEETING.

MOTION PASSED

UNANIMOUS

Approval of the minutes

Secretary Smith

The minutes from February 6, 2018 and February 20, 2018 were provided to the members prior to the meeting for their consideration.

MOTION

MOVED BY COMMISSIONER SHEPARD (WV), SECONDED BY COMMISSIONER SIMONS (WI), TO APPROVE THE MINUTES FROM THE FEBRUARY 6, 2018 AND FEBRUARY 20, 2018 EXECUTIVE COMMITTEE MEETINGS.

MOTION PASSED

UNANIMOUS

Chair Report

Chairman Bowden (IA)

-The chair provided an update of the conference call regarding the State of Hawaii's discussions about participation in the compact.
- The California medical board has unofficially represented that they are not interested in participation with the compact.

Audit Committee*Commissioner Simons(WI)*

The committee reviewed the proposal from CliftonLarsonAllen LLP (CLA) to engage the IMLCC as its audit firm. The committee unanimously voted to accept the proposal. The committee made a motion to recommend approval of the proposal to the Full Commission at the May 2018 Commission meeting.

Bylaws Committee*Commissioner Martinez (MN)*

- The next meeting of the committee is March 14, 2018.
- The Committee has been divided into 2 subgroups to review and discuss the commission law, rules, and bylaws. The full committee will meet in even months and the subgroups meet separately in the odd months.

Budget Committee*Secretary Smith*

- The Budget Committee will be holding a working meeting to craft a FY2019 and FY2020 budget for presentation on March 15, 2018.

Communications Committee*Vice Chair Shepard (WV)*

- There were two separate surveys sent out. The first was sent to member boards with a delayed implementation status. They were asked about the status and what the Commission could do to help them succeed to full implementation. The second survey went to non-member states to gauge their interest in the Compact.
- The draft 2017 Annual Report was finalized by the committee. Approval of the Report will be added to the next Executive Committee meeting agenda.
- A policy regarding the Annual report has been finalized by the committee. Approval of the Policy will be added to the next Executive Committee meeting agenda.

Personnel Committee*Commissioner McSorley (AZ)*

- The committee will be meeting soon. An agenda for items to discuss include development of policies and instructions regarding hiring practices, benefits, and performance evaluations.

Technology Committee*Commissioner Bohnenblust (WY)*

- An update regarding the DMS contract was provided along with a discussion of the tentative implementation schedule.
- The committee will be meeting every two weeks until the system has been rolled out.

Executive Director Update*Secretary Smith*

- The IMLCC webpage has been updated to include new pages on the IMLCC statute, rules, bylaws and policies. An email update will be sent to member boards about the new webpages and providing information about linking to the new pages.
- The kick off meeting with Altruic Advisors took place on March 1, 2018.

Executive Committee**Tasks/Special Projects***Chairman Bowden (IA)*

- Personnel policy - the Chair led a discussion about the need to create and finalize policies about personnel, workloads, and work tasks. After discussion it was decided to assign this project to the Personnel Committee and instruct the Executive Director and Project Manger to provide a weekly report of work time and projects to the Personnel Committee for work performed in March.
- The Chair requested that the Bylaws and Rules Committee review the IMLCC Policy on Executive Committee Spending Authority to determine if revisions are appropriate.

New Business

Chairman Bowden (IA)

No items

Public Comment

Chairman Bowden (IA)

There were no public comments provided.

Adjournment

Chairman Bowden (IA)

There being no further business, the meeting was adjourned at 3:50 PM EST.