

INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION
EXECUTIVE COMMITTEE

Conference Call

May 1, 2018

DRAFT

MEETING MINUTES

Call to Order

Commissioner Bowden (IA)

The Executive Committee of the Interstate Medical Licensure Compact Commission convened at 3:01 PM, Eastern Time 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 Maresh (WA) - Treasurer and Chair of Budget 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 Simons (WI) - Chair of the Audit 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

Liz, 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 SHEPARD (WV), SECONDED BY COMMISSIONER BOHNENBLUST (WY), TO APPROVE THE AGENDA FOR THE MAY 1, 2018 EXECUTIVE COMMITTEE MEETING.

MOTION PASSED

UNANIMOUS

Approval of the minutes

Secretary Smith

The minutes from the April 17, 2018 meeting was provided to the members prior to the meeting for their consideration. Changes were made to the original document.

MOTION

MOVED BY COMMISSIONER MARTINEZ (MN), SECONDED BY COMMISSIONER SHEPARD (WV), TO APPROVE THE MINUTES FROM THE APRIL 17, 2018 EXECUTIVE COMMITTEE MEETING, AS PRESENTED.

MOTION PASSED

UNANIMOUS

Chair Report

Chairman Bowden (IA)

The annual FSMB meeting was last week. The IMLCC has a lot of momentum coming out of the meeting and much interest in the process.

Audit Committee*Executive Director Smith*

The committee is recommending that the Commission retain the services of CliftonLarsonAllen to perform the audits of the Commission for FY2017, FY2018, and FY2019.

Bylaws Committee*Commissioner Martinez (MN)*

The committee will meet next week on May 9th. The committee will be focusing on the work needed for Section 8, 9 and 10 of the IMLC Compact Law.

Budget Committee*Executive Director Smith*

The committee is meeting tomorrow to finalize the proposed budget for FY2019. The members of the Executive Committee were requested to make comments prior to the meeting or to participate in the meeting. No objections or comments were provided during the meeting and the memo to the IMLCC commissioners will indicate that the Executive Committee has endorsed the proposed budget. A final opportunity for comment or objections from the Executive Committee will be provided at the May 15, 2018 meeting.

Communications Committee*Vice Chair Shepard (WV)*

The committee is working on a Freedom Of Information Act (FOIA) request policy and a first draft will be ready for review later in May.

Personnel Committee*Commissioner McSorley (AZ)*

The committee has been reviewing the detailed timesheets from the executive director and the project manager. This is a discussion item for a future executive committee meeting. Part of the work is setting up a framework for the interactions of the staff and committees, then determining who should be completing the work.

Technology Committee*Commissioner Bohnenblust (WY)*

Concern has developed about the vendor selected; however, the implementation work continues. The committee is meeting regularly.

Executive Director Update*Secretary Smith*

- The FSMB Annual meeting was successful. Many visitors to the IMLCC booth.
- Work continues to finalize the FY2019 budget and to translate the FY2018 expenses into the new format for the Budget Committee to review.
- The next meeting of the Full Commission is Friday, May 18, 2018 at 3 PM Eastern time.
- It appears that the legislation will be passing in the District of Columbia, Maryland, and Vermont. The onboarding process will start as soon as the new member boards are ready.

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

- Vice Chair Shepard will send an email to all the IMLCC member state commissioners to remind them of the upcoming meeting and to determine a rough estimate of attendance. There are 20 member states with commissioners appointed, which means that of the 44 commissioners 21 must be present to establish a quorum for the meeting.
- The Ad-hoc group met on the request for an advisory opinion. A draft letter has been prepared and forward to Rick Master, Legal Council to the IMLCC for review and an opinion. The goal is to have a response for discussion at the Executive Committee meeting after the May 18th Full Commission meeting.

New Business

None at this time.

Chairman Bowden (IA)

Public Comment

Chairman Bowden (IA)

The chair provided an opportunity for public comment. No comments were provided.

Adjournment

Chairman Bowden (IA)

There being no further business, the meeting was adjourned at 3:36 PM Eastern Time.