

INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION
EXECUTIVE COMMITTEE

Conference Call

June 12, 2018

MEETING MINUTES

Call to Order

Commissioner Bowden (IA)

The Executive Committee of the Interstate Medical Licensure Compact Commission convened at 1:04 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 Bohnenblust (WY) - Chair of Technology Committee
Commissioner Maresh (WA) - Treasurer and Chair of Budget Committee
Commissioner Martinez (MN) - Chair of Bylaws and Rules Committee

Members Absent

Commissioner McSorley (AZ) - Chair of Personnel Committee
Commissioner Simons (WI) - Chair of the Audit Committee
Vacant - 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) and adopted without a vote.

Approval of the minutes

Executive Director Smith

The minutes from the May 29, 2018 meeting were provided to the members prior to the meeting for their consideration. Corrections to spelling and grammar were offered and accepted.

MOTION

MOVED BY COMMISSIONER SHEPARD (WV), SECONDED BY COMMISSIONER BOHNENBLUST (WY), TO APPROVE THE MINUTES FROM THE MAY 29, 2018 EXECUTIVE COMMITTEE MEETING, AS CORRECTED.

MOTION PASSED

UNANIMOUS

Chair Report

Chairman Bowden (IA)

No report at this time, comments in the Executive Committee Tasks part of the agenda.

Audit Committee

Executive Director Smith

The Letter of Engagement has been received for CliftonLarsonAllen, LLP to act as the audit firm for the commission and will be signed as soon as possible.

Bylaws Committee

Commissioner Martinez (MN)

The committee will be meeting tomorrow, June 13th with the intention to review Chapter 8, 9, and 10, and to review the "25% Rule" that is one

of the criteria that a physician may use to qualify to apply to a State of Principal License (SPL).

Budget Committee

Commissioner Maresh

- An update was provided regarding the status of the commission bank accounts.
- The committee has approved an exploratory effort by the committee chair and executive director to determine if the commission can qualify as a Federal Grant applicant.
- A discussion will be held shortly with Altruic Advisors to determine if the accounting process can be set up to mirror the categories of the approved FY2019 budget.
- A discussion is scheduled to determine if the commission's bank account can be created with multiple checking accounts, one for commission operating funds and one for payment of fees to member boards.

Communications Committee

Vice Chair Shepard (WV)

- The committee is working on a Freedom Of Information Act (FOIA) request policy and privacy policies. An important part of the process is to determine what information and data belongs to the commission and what belongs to the member board. The discussion will include a review of IMLC Rule - Chapter 2.
- The IMLCC Handbook is in the process of being updated.

Personnel Committee

Executive Director Smith

No report at this time.

Technology Committee

Commissioner Bohnenblust (WY)

- The committee continues to meet every two (2) weeks to provide active monitoring of the Data Management System implementation.
- The committee has added a project to create an automated mechanism for a physician to request a change in SPA.

Executive Director Update

Executive Director Smith

- The District of Columbia has become the 26th member entity to join the compact.
- The executive director will be making a presentation to the Association of Regulatory Boards of Optometry on Monday, June 18th and has responded to a request to provide a speaker at the National Academy for State Health Policy conference in August 2018.
- Compact volume for May 2018 was 163 applications, 398 licenses issued and 95 renewals completed, bringing the cumulative totals to 1,215 application since April 2017 with 1,958 licenses issued during that same time period.
- During this report a discussion was held regarding the idea of creating a membership committee. After discussion and the withdrawal of the motion to create a committee, it was decided that the Chair would continue his active role of reaching out to new member states and boards and assisting in the appointment of new commissioners.

MOTION

MOVED BY COMMISSIONER MARESH (WA), NO SECOND WAS PROVIDED, TO CREATE A MEMBERSHIP COMMITTEE.

MOTION WITHDRAWN

WITHOUT OBJECTION

**Executive Committee
Tasks/Special Projects**

- The nondecision-making personnel ad-hoc group will be meeting soon and will have recommendations to present at the next executive

Chairman Bowden (IA) committee meeting. Some of the topics to be discussed include creating a division of work between commission governance and executive/operational functions, developing a better understanding of staff work tasks vs. the work tasks to be handled by the committees, and increasing participation by member entities.

New Business None.
Chairman Bowden (IA)

Commissioner Comments None.
Chairman Bowden (IA)

Public Comments The chair opened the meeting to members of the public, no comments were provided.
Chairman Bowden (IA)

Adjournment There being no further business, the meeting was adjourned at 2:03 PM Eastern Time.
Chairman Bowden (IA)