

INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION
EXECUTIVE COMMITTEE

Conference Call

October 2, 2018

MEETING MINUTES

Call to Order

Chairwoman Shepard (WV)

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 Chairwoman Shepard (WV).

Roll Call

Secretary Smith

The roll was called, and a quorum was established.

Members Present

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

Members Absent

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

Staff Present

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

Other commission members and members of the public

None were identified

Approval of agenda

Chairwoman Shepard (WV)

An agenda for the executive committee was presented by Chair Shepard (WV).

MOTION

MOVED BY COMMISSIONER MARQUAND (MT), SECONDED BY COMMISSIONER MARTINEZ (MN), TO APPROVE THE AGENDA AS PRESENTED.

MOTION PASSED

UNANIMOUS

Approval of the minutes

Executive Director Smith

The amended minutes from the September 18, 2018 meeting were provided to the members prior to the meeting for their consideration.

MOTION

MOVED BY COMMISSIONER MARTINEZ (MN), SECONDED BY COMMISSIONER SIMONS (WI), TO APPROVE THE SEPTEMBER 18, 2018 MINUTES AS AMENDED.

MOTION PASSED

UNANIMOUS

Chair Report

Chairwoman Shepard (WV)

No report at this time. This report will be removed from future agendas.

Vice Chair Report

Vice Chair Bohnenblust (WY)

No report at this time. This report will be removed from future agendas.

Audit Committee*Commissioner Simons (WI)*

The FY2017 audit is moving forward. The audit firm is gathering documents and will begin its review in late November or early December.

Bylaws Committee*Commissioner Martinez (MN)*

- The public comment period on the proposed rules has closed. One comment was received.
- The committee's next meeting is scheduled for October 10, 2018. The comments will be considered and the draft rules will be finalized so that the notice of rulemaking can be posted on the IMLCC webpage along with the comments received.

Budget Committee*Commissioner Maresh*

No report at this time.

Communications Committee*Commissioner Marquand (MT)*

No report at this time.

Personnel Committee*Commissioner McSorley (AZ)*

The committee continues its work on the contract for the IMLCC Executive Director.

Technology Committee*Commissioner Bohnenblust (WY)*

- The security audit is ongoing and the results are being reviewed.
- The "Re-application" process has been implemented. Re-application is an optional process where a physician wishes to obtain a new Letter of Qualification (LOQ) after the previous LOQ has expired as outlined in the IMLCC Statute, Section 7.
- The "Redesignation" process will be implemented shortly and will be available on the IMLCC webpage.

Executive Director Update*Executive Director Smith*

A draft IMLCC refund policy was provided to the members for consideration. After discussion, it was determined that an ad hoc group should be formed to consider the best next steps. The ad hoc group would be comprised of the Commissioner Marquand, Commissioner Maresh, Executive Director Smith, and Project Manager Bowling.

Executive Committee**Tasks/Special Projects***Chairwoman Shepard (WV)*

No report at this time.

New Business*Chairwoman Shepard (WV)*

No report at this time.

Commissioner Comments*Chairwoman Shepard (WV)*

It was consent of the executive committee to cancel the executive committee meeting scheduled for October 16, 2018.

Public Comments*Chairwoman Shepard (WV)*

No comments were provided.

Adjournment*Chairwoman Shepard (WV)*

There being no further business, the meeting was adjourned at 3:17 PM Eastern Time.