

INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION  
EXECUTIVE COMMITTEE

Conference Call

June 2, 2020

MEETING MINUTES

Call to Order

*Chair Terranova (ME)*

The Executive Committee of the Interstate Medical Licensure Compact Commission convened at 3:00 PM, Eastern Time via conference call and was called to order by Chairman Terranova (ME).

Roll Call

*Secretary Smith*

The roll was called, and a quorum was established.

Members Present

Commissioner Terranova (ME) - Commission Chair  
Commissioner Cousineau (NV) - Commission Vice Chair  
Commissioner Farrelly (MD) - Treasurer and Chair of the Budget Committee  
Commissioner Lawler (ID) - Chair of the Audit Committee  
Commissioner Spangler (WV) - Chair of the Communications Committee  
Commissioner McSorley (AZ) - Chair of the Personnel Committee  
Commissioner Cushman (NE) - Chair of the Technology Committee

Members Absent

Commissioner Martinez (MN) - Chair of the Rules and Administrative Procedures Committee

Staff Present

Wanda Bowling, IT Project Manager; David Clark, Operations Manager; Rick Masters, IMLCC Legal Counsel; Marschall Smith, Executive Director and Secretary

Other commission members and members of the public

None were identified

Approval of agenda

*Chair Terranova (ME)*

An agenda for the executive committee was provided to the members prior to the meeting.

MOTION

MOVED BY COMMISSIONER SPANGLER (WV), SECONDED BY COMMISSIONER CUSHMAN (NE), TO APPROVE THE AGENDA.

MOTION PASSED

UNANIMOUS

Approval of the minutes

*Executive Director Smith*

The minutes from the May 5, 2020 meeting was provided to the members prior to the meeting for their consideration.

MOTION

MOVED BY COMMISSIONER CUSHMAN (NE), SECONDED BY COMMISSIONER LAWLER (ID), TO APPROVE THE MAY 5, 2020 MINUTES.

MOTION PASSED

UNANIMOUS

Audit Committee

*Commissioner Lawler (ID)*

The FY2018 audit final report is pending and once released, the committee will meet to review. Once the audit committee has reviewed the audit report and made its recommendations, the report

will be made available to the commission and become a public document.

### **Budget Committee**

*Commissioner Farrelly (MD)*

The focus is on closing the FY2020 budget year. Additional information will be provided at the July 2020 Executive Committee meeting.

### **Communication Committee**

*Executive Director Smith*

- The committee met on May 19, 2020. During the meeting the committee reviewed the draft IMLCC article and authorized its submission for publication in the Federation of State Medical Board's Journal of Medical Regulation.
- The next newsletter is targeted to be published on June 30, 2020 with articles due by June 9, 2020.
- The IMLCC's Strategic Plan, which was approved at the May 12, 2020 commission meeting, has been posted on the IMLCC webpage.
- The IMLCC is working with the FSMB to develop a Toolkit for states interested in joining the compact. The Toolkit development is being done at the request of HRSA with a target publication date of October 2020. Mark Bowden, former IMLCC Chair and Commissioner from Iowa, is leading the project for the FSMB.
- It has been noted that attendance at committee meetings has been dropping and the re-appointment of commissioners has been slow with 17 commissioner positions unfilled. The committee will be looking into solutions and options to increase participation and involvement from all commissioners.

### **Personnel Committee**

*Commissioner McSorley (AZ)*

The committee will be meeting this week. Two items are on the agenda:

- Review and discussion of the executive director's performance evaluations.
- Review and discussion of the personnel policy changes provided by the executive director.

### **Rules & Administrative Procedures Committee**

*Commissioner Farrelly (MD)*

- The committee determined that it would proceed with the rulemaking process to permanently adopt the provisions of the emergency rule that was approved at the May 12, 2020 commission meeting.
- The committee reviewed the draft IMLCC minimum standards guide and provided instructions to the executive director to work with member board licensing staff to finalize a draft for review and discussion at the IMLCC Licensing Summit being scheduled for October 2020. The draft approved at the summit will be presented for approval at the IMLCC annual meeting in November 2020.

### **Technology Committee**

*Commissioner Cushman (NE)*

The committee met on May 21, 2020 to develop a reporting documents to be provided to the committee by IMLCC staff that can be used to monitor progress on major projects. The committee is also working developing a mechanism to capture suggestions for improvement and future system projects.

### **Strategic Planning Committee**

*Vice Chair Cousineau (NV)*

Vice Chair Cousineau led a discussion about the Strategic Plan and assigning responsibility to the committees for completing the themes outlined in the Plan. The goal is for each committee to complete its assigned work and present a report of progress and actions taken at the IMLCC's annual meeting in November 2020.

**Executive Director Update***Executive Director Smith*

- An update was provided regarding:
- May work load
  - Phone calls = 264
  - Emails = 428 (includes 34 Core Data Corrections)
- May processing volume
  - 421 applications processed
  - 401 licenses issued
  - 457 previously issued licenses renewed
- May member board remittances
  - 1,438 transactions
  - \$495,802.00 in fees paid to member boards
- May inquires on LOQs issued
  - 6 inquires received
    - 6 decisions that the LOQ was valid and correct
- An article intended for publication in the Journal of Medical Regulation was approved by the Communications Committee.
- The bills to join the compact in Missouri and South Carolina died when they failed to pass for committee at the end of the legislative session.
- The bills to join the compact in New York, New Jersey, Rhode Island, and Louisiana are still being actively considered.
- The rulemaking notices approved by the Rules & Administrative Procedures Committee have been posted to the IMLCC webpage and sent to the Interested Parties list.

**Discussion Items***Chair Terranova (ME)*

- IMLCC Annual Data Study and Supplemental information - A copy of the IMLCC Information Releases regarding the annual data study and the supplemental information were provided to the members prior to the meeting. The documents were reviewed and a discussion was held. The executive director was authorized to release the documents and post them on the IMLCC's webpage.

**Commissioner Comments***Chair Terranova (ME)*

No comments

**Public Comments***Chair Terranova (ME)*

No comments

**Adjournment***Chair Terranova (ME)*

There being no further business, the meeting was adjourned at 3:37 PM Eastern Time.