

INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION  
EXECUTIVE COMMITTEE

Conference Call

April 3, 2018

**DRAFT**  
**MEETING MINUTES**

**Call to Order**

*Commissioner Bowden (IA)*

The Executive Committee of the Interstate Medical Licensure Compact Commission convened at 3:02 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 Simons (WI) - Chair of the Audit 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 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, with action items, was presented by Chairman Bowden (IA) for approval.

MOTION

MOVED BY COMMISSIONER SIMONS (WI), SECONDED BY COMMISSIONER SHEPARD (WV), TO APPROVE THE AGENDA FOR THE APRIL 3, 2018 EXECUTIVE COMMITTEE MEETING.

MOTION PASSED

UNANIMOUS

**Approval of the minutes**

*Secretary Smith*

The minutes from the March 20, 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 SHEPARD (WV), SECONDED BY COMMISSIONER SIMONS (WI), TO APPROVE THE MINUTES FROM THE MARCH 20, 2018 EXECUTIVE COMMITTEE MEETING, AS AMENDED.

MOTION PASSED

UNANIMOUS

**Chair Report**

*Chairman Bowden (IA)*

No report to allow time for Budget Committee action items.

<b><u>Audit Committee</u></b> <i>Commissioner Simons(WI)</i>	No report to allow time for Budget Committee action items.
<b><u>Bylaws Committee</u></b> <i>Commissioner Martinez (MN)</i>	No report to allow time for Budget Committee action items.
<b><u>Budget Committee</u></b> <i>Commissioner Maresh (WA)</i>	<p>The committee provided a cover memo to the Executive Committee regarding the FY2019 budget. The memo included a request that feedback be provided to the committee no later than Tuesday, April 24, 2018 so that a final draft budget could be prepared for review at the May Full Commissioners meeting. The memo included four (4) action items:</p> <ul style="list-style-type: none"><li>• A draft memo to the IMLCC Commissioners regarding the FY2019 budget.</li><li>• A request that the Executive Committee endorse the committee's recommendation that the existing fee structure be retained and that member states assessments not be imposed.</li><li>• A draft copy of the FY2019 budget with a budget narrative and chart of accounts that was approved by a unanimous vote of the committee.</li><li>• A draft IMLC Policy #5 - Policy on Reserve Funds</li></ul> <p>The memo and attachments were discussed in detail. It was recommended that the Executive Committee review the documents and that the discussion continue at the April 17, 2018 meeting.</p>
<b><u>Communications Committee</u></b> <i>Secretary Smith</i>	No report to allow time for Budget Committee action items.
<b><u>Personnel Committee</u></b> <i>Commissioner McSorley (AZ)</i>	No report to allow time for Budget Committee action items.
<b><u>Technology Committee</u></b> <i>Commissioner Bohnenblust (WY)</i>	No report to allow time for Budget Committee action items.
<b><u>Executive Director Update</u></b> <i>Secretary Smith</i>	No report to allow time for Budget Committee action items.
<b><u>Executive Committee Tasks/Special Projects</u></b> <i>Chairman Bowden (IA)</i>	No report to allow time for Budget Committee action items.
<b><u>New Business</u></b> <i>Chairman Bowden (IA)</i>	<p>The Chair reported that a request for an advisory opinion was received from the Arizona Medical Board. The Chair will create a Special Project group to craft a draft opinion for review by the Executive Committee at a future meeting. Appointed to the group was Commissioner Martinez (MN), Commissioner McSorley (AZ), Commissioner Simons (WI) and Chair Bowden as an ad hoc member.</p>
<b><u>Public Comment</u></b> <i>Chairman Bowden (IA)</i>	An opportunity was provided but no comments were offered.
<b><u>Adjournment</u></b> <i>Chairman Bowden (IA)</i>	There being no further business, the meeting was adjourned at 4:16 PM Eastern Time.