

**INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION
EXECUTIVE COMMITTEE**

**Conference Call
January 23, 2018
MEETING MINUTES**

Call to Order

Commissioner Bowden (IA)

The Executive Committee of the Interstate Medical Licensure Compact Commission convened at 3:08 PM, EST via conference call and was called to order by Chairman Bowden (IA). Due to a publication error in the conference call number, the Executive Committee took a recess so that all members could convene on the same conference call number at 3:15 PM, EST. The Executive Committee did not take action on any items until after the recess.

Roll Call

Secretary Smith

The roll was called, and a quorum was established at 3:08 PM EST and 3:15 PM EST.

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 Martinez (MN) - Chair of ByLaws and Rules Committee
Commissioner McSorley (AZ) - Chair of Personnel Committee
Commission Bohnenblust (WY) - Chair of Technology Committee
Commissioner Maresh (WA) - Treasurer and Chair of Budget 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

CompuHealth, Tyler Klatt (SD)

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 MARTINEZ (MN), SECONDED BY COMMISSIONER SIMONS (WI), TO APPROVE THE AGENDA FOR THE JANUARY 20, 2018 EXECUTIVE COMMITTEE MEETING.

MOTION PASSED

UNANIMOUS

Approval of the minutes

Secretary Smith

The minutes from January 9, 2018 meeting was provided to the members prior to the meeting for their consideration.

MOTION

MOVED BY COMMISSIONER SHEPARD (WV), SECONDED BY COMMISSIONER MCSORLEY (AZ), TO APPROVE THE EXECUTIVE COMMITTEE MEETING MINUTES FROM JANUARY 9, 2018.

MOTION PASSED

UNANIMOUS

Chair Report*Chairman Bowden (IA)*

- The chair reported that he is encouraged that committees are meeting and starting the work of the Commission.

Treasurer/Budget Committee Report*Commissioner Maresh(WA)*

- The committee held its first meeting on January 23, 2018.
- It was the unanimous decision of the committee to recommend that an audit of Fiscal Year 2017 be completed prior to engaging a CPA, if the two items were required to be sequenced. It was a strong recommendation that a CPA be engaged as soon as possible.
- The next meeting is scheduled for February 13, 2018, with the meeting focusing on preparing a Fiscal Year 19 budget to be presented at the May 2018 Full Commission meeting for approval.
- The Executive Director was requested to provide to the committee members working budget information for Fiscal Year 18 prior to the next committee meeting.

Bylaws Committee*Commissioner Martenz(MN)*

- The committee held its first meeting on January 10, 2018, where the committee divided into two parts which will be responsible for reviewing and working on different portions of the Bylaws.
- The next meeting date is yet to be determined.

Audit Committee*Commissioner Simons(WI)*

- The audit committee will be meeting soon with a first priority being the selection of a firm to perform the audit.

Personnel Committee*Commissioner McSorley (AZ)*

- The committee has not met and a question has been raised regarding the continuation of this committee. Further discussion on the issue will need to take place at a future Executive Committee Meeting.

Communications Committee*Vice Chair Shepard (WV)*

- The committee will hold its first meeting on February 7, 2018. The committee has a large number of items to consider and implement.
- The Executive Director reported that the webpage will be updated with the information approved at the November 2017 Full Commission meeting.

Technology Committee*Commissioner Bohnenblust (WY)*

- The committee unanimously voted to recommend a data management system (DMS). The details of the DMS, including costs and implementation timeframes were discussed. The cost of the DMS will require the approval of the Full Commission at the February 2018 meeting. A request was made to place this item on the agenda.
- It was the decision of the committee chair and the executive director to continue the contract with Wanda Bowling, Project Manager through the remainder of the fiscal year.
- The committee made a request of the Bylaws and Rules Committee that it consider new rules regarding: 1) How an applicant can change their State of Principal Licensure (SPL) and 2) How should expired LOQs be handled. Commissioner Martinez agreed to place these items on the next committee agenda.

Executive Director Update*Secretary Smith*

- The Western Governors' Association has approved an "Workforce Development Initiative" that includes provisions that licensees from one member state be allowed to work or practice in any other member state without obtaining a license. It is a matter

that will warrant continued monitoring as it does have an impact on the IMLCC.

- The District of Columbia is considering joining the IMLCC. The process is moving forward with an expected implementation in May 2018.
- Work is nearing completion regarding a reconciliation of invoices to DocuSign.
- States that have introduced Compact legislation for 2018 include Indiana, Maryland, Georgia and Vermont.

Executive Committee Tasks

Chairman Bowden (IA)

A survey was drafted to gather information about how member boards are working and issues that they are facing. The Chair requested approval of the Committee to distribute the survey and gather responses for presentation at the February 2018 Full Commission meeting.

MOTION

MOVED BY COMMISSIONER SIMONS (WI), SECONDED BY COMMISSIONER MARTINEZ (MN), TO FINALIZE THE SURVEY AND DISTRIBUTE IT TO ALL MEMBER BOARDS. THE CHAIR IS TO PROVIDE A REPORT OF THE FINDINGS AT THE FEBRUARY 2018 FULL COMMISSION MEETING.

MOTION PASSED

UNANIMOUS

New Business

Chairman Bowden (IA)

No items

Public Comment

Chairman Bowden (IA)

There were no public comments provided.

Adjournment

Chairman Bowden (IA)

There being no further business, the meeting was adjourned at 5:29 PM EST.