

**INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION  
EXECUTIVE COMMITTEE  
Conference Call  
May 16, 2017**

The Executive Committee of the Interstate Medical Licensure Compact Commission convened at 3:00 PM, EST via conference call and was called to order by Chairman Jon Thomas (MN).

Roll Call was completed with all Executive Committee Members present.

Commissioner Thomas (MN)	-	Commission Chairman
Commissioner Bowden (IA)	-	Commission Vice Chair Chair of Bylaws/Rules Committee
Commissioner Zachariah (IL)	-	Commission Treasurer Chair of Budget Committee
Commissioner Bohnenblust (WY)	-	Chair of Technology Committee
Commissioner McSorley (AZ)	-	Chair of Personnel Committee
Commissioner Shepard (WV)	-	Commission Secretary Chair of Communications
Commissioner Marquand (MT)	-	Commission, Past Chairman

Also identified on the conference call were Wanda Bowling, John Mountjoy, CSG and Commissioner Hansen (SD).

**Agenda:**

The agenda was presented. On a motion by Commissioner Bowden (IA) and seconded by Treasurer Zachariah (IL), the agenda was approved as presented.

**Minutes:**

The minutes of the May 2, 2017 conference call meeting was presented for approval. A wording change on the Technology Committee's report was requested and accepted. On a motion by Commissioner Bohnenblust (WY) and seconded by Commissioner McSorley (AZ) the minutes were approved as amended by voice vote.

**Committee Reports:**

**BUDGET COMMITTEE:**

Treasurer Zachariah has worked with Project Manager, Wanda Bowling to reconcile the most transactions leaving a balance of \$56,767.11 in the Commission account. There have been integration issues with PayPal and DocuSign which are being rectified to clarify the remaining transactions.

The Treasurer requested a survey to determine the type of payments the member states would require – check or electronic. Ms. Bowling indicated that most states have indicated they can only receive payment by check as they are not positioned to receive electronic payments.

**BYLAWS/RULES**

Chairman Bowden (IA) reminded the committee that rules will be on the agenda at the May Commission meeting. He also emphasized the need for a sub-committee to receive questions from member states and to provide definitions and interpretation of Compact law, bylaws, rules and actions. These may be offered through advisory opinions or may require

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amendments to rules or policies. The committee should meet often enough to provide a prompt response to member's questions.

The Chair appointed the Bylaws Chair, Technology Chair and the Communications Chair to sit on this sub-committee. All commissioners will be notified of the process to submit questions about requirements, processes and authority for LOQ's by the Chair of Communications.

**PERSONNEL COMMITTEE:** A meeting was held yesterday, May 15, 2017. To date, four resumes have been received for the Executive Director position with additional persons expressing interest in the part time position. The committee has scheduled phone interviews for June 12, 2017 with hopes of having the position filled by July 10, 2017.

**COMMUNICATIONS COMMITTEE:** The Chair reported that she and the Commission Chair continue to respond to external inquiries about the IMLCC. She did confirm that the call in number for the May 22, 2017, meeting of the full commission has been forwarded to all member states to place on their websites and can be found on the IMLCC.org website.

**TECHNOLOGY COMMITTEE:** The committee continues to work on answering questions and working on "kinks" within the application routing system. The integration of PayPal and DocuSign has become a priority with moving PayPal to the IMLCC.org website.

**Public Comments:** No public comments were received on the call.

**Adjournment:** The Chair declared the meeting adjourned at 3:55 PM.

Respectfully submitted,



Diana Shepard, CMBE  
Commission Secretary