

**INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION
EXECUTIVE COMMITTEE
Conference Call
July 11, 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 by Secretary Shepard (WV) with all Executive Committee Members present.

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

Agenda:

The agenda was presented by Secretary Shepard (WV) for approval. On a motion by Treasurer Zachariah (IL) with a second by Commissioner McSorley (AZ), the agenda was unanimously approved by voice vote.

Minutes:

The minutes of the June 13, 2017 Executive Committee meeting were presented for approval by Secretary Shepard (WV). The minutes were unanimously approved as presented by voice vote.

Chair's Report:

Chairman Thomas (MN) reported that he has been asked to serve as a panelist at the Federal Trade Commission's first Economic Liberty Public Roundtable on July 27, 2017, in Washington, D.C. The FTC is interested in issues that affect competition, consumers and the US economy. The title of the roundtable discussion is Streamlining Licensing Across State Lines: Initiatives to Enhance Occupational License Portability.

Committee Reports:

BUDGET COMMITTEE: Treasurer Zachariah (IL) reported a total of \$150,287.46 in the IMLCC treasury.

PERSONNEL COMMITTEE: The report of the Personnel Committee was moved up on the agenda as Chairwoman McSorley (AZ) had to leave the meeting early. She reported that 3 – 1 hour phone interviews were conducted by members of the Search Committee yesterday. That committee will meet in the next couple weeks to review their findings and, hopefully, have a recommendation for the Executive Committee at their July 25, 2017 meeting. In the interim, the Chair requested assistance of legal counsel with the development of a contract which would include salary, office set up and other personnel negotiations that may be necessary.

Interstate Medical Licensure Compact Commission
Executive Committee Meeting Minutes
June 13, 2017

BYLAWS/RULES

Chairman Bowden (IA) reported on the following items which were discussed at the June 30, 2017, meeting of the committee:

- 1) Amendments to Chapter 5 with the addition of advisory opinion material;
- 2) Begin looking at a Chapter 4 draft regarding State of Principal Licensure issues.

Chairman Bowden (IA) presented an amended Policy on Executive Committee Spending Authority & Delegation as requested by the sub-committee of the Executive Committee. The proposed amendments dealt with 1) the delegation of spending authority up to \$1,500 by the IMLCC Treasurer for goods and services for day to day expenses and 2) the delegation of spending authority up to \$500 per transaction to each IMLCC standing committee. There was question as to whether this policy should be submitted to the full Commission for approval. On a motion by Chairman Bowden (IA) and seconded by Commissioner Bohnenblust (WY) the Executive Committee will present the policy to the full Commission for consideration of adoption at the next IMLCC meeting. The motion passed unanimously by voice vote.

COMMUNICATIONS COMMITTEE:

Chairperson Shepard (WV), will be calling a meeting of the committee within the next few weeks. New members have been appointed and will be meeting for the first time. There was discussion about the protocol for screening IMLCC inquiries. During the discussion the Project Manager recognized that there may be technical issues preventing appropriate adherence to protocol. To understand the issue, the Chair of Communications, Technology and the Project Manager will meet to troubleshoot the process and report back to the Executive Committee.

AUDIT COMMITTEE:

Committee will meet in near future to contract with an auditor for the 2017 audit.

TECHNOLOGY COMMITTEE:

Chairman Bohnenblust, (WY) reported on the fine tuning that is continuing with DocuSign and the payment piece of the routing process. Website management also continues to be reviewed with additional training of a new website manager. The renewal prototype should be complete within the next few weeks and database structure continues to be reviewed.

SUB-COMMITTEE: There was nothing new to report.

Public Comments: There were no public comments.

Adjournment: The Chair declared the meeting adjourned at 3:50 PM EDT.

Respectfully submitted,

Diana Shepard, CMBE
Commission Secretary