

**INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION  
EXECUTIVE COMMITTEE  
Conference Call  
November 14, 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 the following Executive Committee Members present.

Commissioner Thomas (MN)	-	Commission Chairman
Commissioner Shepard (WV)	-	Secretary and Chair of Communications
Commissioner Bohnenblust (WY)	-	Chair of Technology Committee
Commissioner McSorley (AZ)	-	Chair of Personnel Committee

**Agenda:**

The agenda was presented for approval. On a motion by Commissioner Bohnenblust (WY) and second by Commissioner McSorley (AZ), the agenda was unanimously approved by voice vote.

**Minutes:**

The minutes of the October 31, 2017 Executive Committee meeting were presented for approval. On a motion by Commissioner Bohnenblust (WY) and seconded by Secretary Shepard (WV) the minutes were unanimously approved as presented.

**Chair's Report:**

The Chair provided a report on the HRSA Grant, Program Year 2 Budget. The full amount of the Personnel and Fringe Benefits categories remain unspent and total \$92,700. With a requested change to the HRSA Grant, those funds can be used for contracted employees, i.e., Executive Director and Project Manager for the remainder of Program 2 Year. The amount of funds remaining under consultation costs, and technology should cover necessary costs in those categories. Following the November 2017 Annual Meeting, there will be no further grant funds for meeting and travel.

**Committee Reports:**

**BUDGET COMMITTEE:** The Project Manager has completed a ledger of income and expenses per licensee. With that information, the Executive Director is preparing that data for the audit. That information should be available by December 2017.

**AUDIT COMMITTEE:** The committee is working with the Executive Director in preparing for the audit.

**BYLAWS COMMITTEE:** Chairman Bowden (IA) was not present at today's meeting and there was not a report given.

**COMMUNICATIONS COMMITTEE:** Chairwoman Shepard (WV) reported that a revised Fact Sheet and FAQ Sheet will be presented at the November meeting of the Commission for approval.

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PERSONNEL  
COMMITTEE:

Chairperson McSorley (AZ) had nothing to report.

TECHNOLOGY  
COMMITTEE:

Work continues on developing a data management tool. Several demonstrations have been given and the committee is close to making a recommendation to the Commission. The Project Manager's contract expires this Saturday and there is still work to be done to get that project implemented. On a motion by Secretary Shepard (WV) and seconded by Commissioner McSorley (AZ), the committee unanimously approved the extension of Wanda Bowling's contract for two additional months.

SUB-COMMITTEE:

The committee had no issues referred to them since the last meeting. Nothing to report.

**Public Comments:**

There were no public comments.

**Adjournment:**

With no further business to conduct, Chairman Thomas (MN) declared the meeting adjourned at 3:21 PM EST.

Respectfully submitted,

Diana Shepard, CMBE  
Commission Secretary