

INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION  
EXECUTIVE COMMITTEE

Conference Call

October 31, 2017

**MEETING MINUTES**

**Call to Order**

*Commissioner Thomas (MN)*

The Executive Committee of the Interstate Medical Licensure Compact Commission convened at 1:06 PM, EST via conference call and was called to order by Chairman Thomas (MN).

**Roll Call**

*Secretary Shepard (WV)*

The roll was called, and a quorum was established.

**Members Present**

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

**Members Absent**

None

**Staff Present**

Marschall Smith, Executive Director; Wanda Bowlin, Project Manager

**Other commission members  
and members of the public**

Tyler Klatt (SD)

**Approval of agenda**

*Chairman Thomas (MN)*

The standard agenda for the executive committee was presented by Chairman Thomas (MN) for approval.

MOTION

MOVED BY COMMISSIONER BOHNENBLUST (WY), SECONDED BY COMMISSIONER BOWDEN (IA), TO APPROVE THE AGENDA FOR THE OCTOBER 31, 2017 EXECUTIVE COMMITTEE MEETING

MOTION PASSED

UNANIMOUS

**Approval of the minutes**

*Secretary Shepard (WY)*

The October 3, 2017 and October 17, 2017 minutes were considered together.

MOTION

MOVED BY COMMISSIONER BOWDEN (IA), SECONDED BY COMMISSIONER BOHNENBLUST (WY), TO APPROVE EXECUTIVE COMMITTEE MEETING MINUTES FROM OCTOBER 3, 2017 AND OCTOBER 17, 2017.

MOTION PASSED

UNANIMOUS

**Chair Report**

*Chairman Thomas (MN)*

- Information included in the Treasurer's report.

**Treasurer/Budget Committee****Report***Chairman Thomas (MN)*

- Commissioner Thomas (MN) provided a handout showing a preliminary version of the financial report being prepared for the November 17, 2017 meeting. The information in the handout was reviewed and comments provided.
- Invoices from member states must include a listing by physician name for reconciliation purposes.
- The executive director was requested to post a selected part of the financial report to the IMLCC webpage.

**Bylaws Committee***Vice Chair Bowden (IA)*

- Commissioner Bowden will be meeting with the IMLCC interim legal counsel in preparation for the rulemaking hearing at the November 17, 2017 meeting.

**Audit Committee***Chairman Thomas (MN)*

- The audit committee be meeting in early December under its new committee chair.

**Personnel Committee***Commissioner Shepard (AZ)*

- Nothing to report at this time.

**Communications Committee***Commissioner Shepard (WV)*

- The Committee has finalized the draft FAQ and Facts Sheet. They will be presented at the November 17 meeting for final approval from the commission.

**Technology Committee***Commissioner Bohnenblust (WY)*

- The work continues regarding the review and evaluation of data management tools and license management options. The review includes demonstrations from a variety of vendors. A decision item for the executive committee review and approval should be ready for one of the December meetings.

**Executive Committee Tasks***Chairman Thomas (MN)*

- The committee members discussed HRSA grant and the current funding situation of the grant. Transfers within the categories will be discussed and authorized to the FSMB for approval by HRSA.
- The November 17, 2017 Commissioner meeting agenda was reviewed and discussed in detail. The executive director was provided instructions regarding items to be place on the agenda.
- Nominations for the officer positions will be requested prior to the November 17 meeting and from the floor at the meeting.

**New Business***Chairman Thomas (MN)*

- Commissioner Bohnenblust (WY) discussed a conversation with medical board members from Arkansas and their potential participation in the compact. Arkansas has a unique licensing requirement that include hospital credentialing which could be a complication, but the conversation will continue.

**Public Comment***Chairman Thomas (MN)*

There were no public comments provided.

**Adjournment***Chairman Thomas (MN)*

There being no further business, the meeting was adjourned at 2:03 PM EST.