INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION

EXECUTIVE COMMITTEE

Conference Call

October 3, 2017

**MEETING MINUTES**

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| **Call to Order***Commissioner Thomas (MN)* | The Executive Committee of the Interstate Medical Licensure Compact Commission convened at 1:10 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 ChairCommissioner Bowden (IA) – Vice Chair and Chair of Bylaws/RulesCommissioner Bohnenblust (WY) – Chair of Technology CommitteeCommissioner McSorley (AZ) – Chair of Personnel CommitteeCommissioner Shepard (WV) – Secretary and Chair of Communications |
| **Members Absent** | Commissioner Marquand (MT), Immediate Past Commission Chair asked to be excused |
| **Staff Present** | Marschall Smith, Executive Director; Wanda Bowlin, Project Manager |
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| **Other commission members and members of the public** | Tyler Klatt (SD), Carol Dorthy, and members from COMP Health |
| **Approval of agenda***Chairman Thomas (MN)* | The agenda 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 3, 2017 EXECUTIVE COMMITTEE MEETING |
| MOTION PASSED | UNANIMOUS |
| **Approval of the minutes***Secretary Shepard (WY)* | The September 5, 2017 and September 19, 2017 minutes were considered together. |
| MOTION | MOVED BY COMMISSIONER BOWDEN (IA), SECONDED BY COMMISSIONER BOHNENBLUST (WY), TO APPROVE EXECUTIVE COMMITTEE MEETING MINUTES FROM SEPTEMBER 5, 2017 AND SEPTEMBER 19, 2017. |
| MOTION PASSED | UNANIMOUS |
| **Chair Report***Chairman Thomas (MN)* | * The chair made a presentation regarding the compact to the Michigan House committee and had lunch with the Michigan Senate Health Committee Chair. The presentation and meeting were well received and productive. The primary concerns were around the federalism concept, creating a plot to require MOC, and an overreach on State’s rights.
* The medical board in Tennessee has asked for a presentation on the compact. The primary concern relates to how physicians might use the compact to by-pass the state’s establish re-entry process.
* The medical board in Hawaii has asked Dr. Thomas to make a presentation and address general areas of confusion. There is interest in introducing legislation.
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| **Treasurer/Budget Committee Report***Chairman Thomas (MN)* | * Commissioner Thomas (MN) reported that the new payment processor is creating the function of being able to record revenue by source, which will allow the payment to the states. The current process of invoice and payment will be replaced with payment and reconciliation.
* The sending and payment of invoices is working smoothly.
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| **Bylaws Committee***Vice Chair Bowden (IA)* | * The Committee will be holding a meeting with the specific purpose of receiving comments regarding the proposed Bylaws changes will be held on Thursday, October, 5, 2017.
* The Committee will meet on Friday, October 12, 2013 to discuss the comments received regarding proposed Bylaws changes to include a new Chapter 4 and amendments to Chapter 5.
* The October 17, 2017 is the scheduled full commission meeting and is intended to be the final rulemaking hearing.
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| **Audit Committee***Chairman Thomas (MN)* | * The audit committee will hold a meeting prior to the November commission meeting to discuss the audit for the 2016-2017 fiscal year.
* The prior budget year was July 1, 2016 to June 30, 2017.
* FSMB is responsible for the audit and reporting of the grant funds.
* Creating a check and balance system with the Executive Director handling the operational and financial transactions – with the Executive Committee providing oversight and authorization.
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| **Personnel Committee***Commissioner Shepard (AZ)* | * Nothing to report at this time.
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| **Communications Committee***Commissioner Shepard (WV)* | * The Committee is working on updating the Frequently Asked Questions and Fact Sheets.
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| **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.
* Looking at the website to be used for Second Use Case situations including a redesigned application.
* STRIPE has been integrated into the process and is able to provide better data and reporting options.
* Renewal processes and applications are a high priority.
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| **Executive Committee Tasks***Chairman Thomas (MN)* | * Starting the development of the preliminary agenda for the November meeting. Please submit ideas and items to the Executive Director.
* The Executive Committee were asked to consider and prepare to discuss at the next meeting two ideas. First, having the Executive Director contacting the Nurse Compact leadership to establish a connection and second, to consider sending the Executive Director to the Center for Telehealth and e-Health Law (CTEL) meeting.
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| **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 3:47 PM EST. |