

# INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION

May 12, 2020

## DRAFT MEETING MINUTES

### Call to Order

*Chair Terranova (ME)*

The Interstate Medical Licensure Compact Commission convened at approximately 3:00 PM Eastern time via conference call.

### Roll Call

*Secretary Smith*

The roll was called, and a quorum was established.

### Approval of the agenda

*Chair Terranova (ME)*

An amended agenda for the meeting was presented by Chair Terranova (ME).

MOTION

MOVED BY COMMISSIONER COUSINEAU (NV), SECONDED BY COMMISSIONER MARTINEZ (MN), TO APPROVE THE AGENDA AS AMENDED.

MOTION PASSED

UNANIMOUS

### Approval of the minutes

*Secretary Smith*

The minutes from November 19, 2019 meeting was provided to the members prior to the meeting for their consideration.

MOTION

MOVED BY COMMISSIONER MCSORLEY (AZ), SECONDED BY COMMISSIONER BOHNENBLUST (WY), TO APPROVE THE IMLCC COMMISSIONER MEETING MINUTES FROM NOVEMBER 19, 2019.

MOTION PASSED

UNANIMOUS

### Strategic Planning Committee report

*Vice Chair Cousineau (NV)*

A copy of the IMLCC Strategic Plan was provided to the commissioners prior to the meeting. Vice Chair Cousineau started the discussion by thanking the members of the committee for their hard work and dedication to completing the project. During the discussion a question was raised about the Vision Statement and the commissioners requested that the Statement be considered as a draft to be finalized at the IMLCC annual meeting to be held in November 2020. By unanimous consent, the commissioners adopted the Strategic Plan, instructed the executive director to include a comment about the Vision Statement being a work in progress and then to publish the Plan on the IMLCC webpage.

### IMLCC Minimum Standards Guide

*Executive Director Smith*

A draft of the IMLCC Minimum Standards document was provided to the commissioners prior to the meeting. A discussion was led by the executive director and included commissioner comments that:

- The document must be crafted in a manner the information provided is instructional but not establishing a requirement that can only be established through rulemaking,
- A recommendation that the document be changed to a “Question and Answer” format so that it is clear that the information contained in the document is intended to provide guidance to member boards and their licensing staff,
- The information regarding the State of Principal Licenses’ actions in determining the “25% rule” and employer determination will need special focus and a broad vetting prior to approval, and

- The document should be reviewed by the Rules & Administrative Procedures Committee. After its review, the committee should make recommendations to the executive director regarding how to proceed.

MOTION

MOVED BY COMMISSIONER LAWRENCE (TN), SECONDED BY COMMISSIONER CUSHMAN (NE), THAT THE EXECUTIVE DIRECTOR SHOULD PRESENT THE DRAFT DOCUMENT TO THE RULES & ADMINISTRATIVE PROCEDURES COMMITTEE FOR DISCUSSION AND INSTRUCTIONS ON HOW TO PROCEED.

MOTION PASSED

UNANIMOUS

**Rulemaking Hearing**

*Commissioner Martinez (MN)*

At 3:30 PM Eastern time, the commission was called order for the purpose of emergency rulemaking as authorized by IMLCC Statute, Section 15 and IMLCC Rules, Chapter 1, paragraph 1.4(j). The rulemaking hearing was considered an emergency rulemaking session and as a result the normal notification process were not applicable. The commissioners were provided with a draft of the emergency rule prior to the meeting. Rick Master, IMLCC General Council, noted that the proceedings were appropriate and should proceed. The purpose of the emergency rule is to amend IMLCC Rule, Chapter 5 by adding a new paragraph 5.9. A discussion was held. The rulemaking hearing ended at 3:33 PM Eastern time.

MOTION

MOVED BY THE RULES AND ADMINISTRATIVE PROCEDURES COMMITTEE, A MOTION BY A COMMITTEE DOES NOT REQUIRE A SECOND, TO AMEND IMLCC RULE CHAPTER 5 - EXPEDITED LICENSURE, TO INCLUDE AN EMERGENCY PROVISION ADDING PARAGRAPH 5.9.

MOTION PASSED

UNANIMOUS

**Request to hold a rulemaking hearing**

*Commissioner Martinez (MN)*

The Rules & Administrative Procedures Committee, in accordance with IMLCC Rules - Chapter 1, has developed a draft rule regarding the creation of a permanent emergency provision to be included in IMLCC Rules - Chapter 5. The draft was provided to the commissioners prior to the meeting. A discussion was held regarding the draft rule.

MOTION

MOVED BY COMMISSIONER FARRELLY (MD), SECONDED BY COMMISSIONER GALL (IA) TO AUTHORIZE THE RULES & ADMINISTRATIVE COMMITTEE TO CONTINUE WITH THE RULEMAKING PROCESS AND TO HOLD A RULEMAKING HEARING AT THE NEXT APPROPRIATE MEETING OF THE IMLCC COMMISSIONERS.

MOTION PASSED

UNANIMOUS

**IMLCC Fiscal Year 2021 Budget**  
*Treasurer Farrelly (MD)*

A draft IMLCC Fiscal Year 2021 budget was provided to the commissioners prior to the meeting. The IMLCC's fiscal year runs from July 1 to June 30 of the following year. A discussion was held.

MOTION #1

MOVED BY THE BUDGET COMMITTEE, A MOTION BY A COMMITTEE DOES NOT REQUIRE A SECOND, TO APPROVE THE FISCAL YEAR 2021 BUDGET AS PRESENTED AND AUTHORIZE THE EXECUTIVE DIRECTOR, UNDER THE SUPERVISION OF THE TREASURER, TO EXECUTE THE NECESSARY CONTRACTS AND SIGN THE NECESSARY DOCUMENTS TO IMPLEMENT THE FISCAL YEAR 2021 BUDGET ON BEHALF OF THE IMLCC. FURTHER TO

AUTHORIZE THE EXECUTIVE DIRECTOR TO EXPEND IMLCC FUNDS UP TO THE AMOUNT OF \$1,447,161.00 APPROVED IN THE FISCAL YEAR 2021 BUDGET AND TO REMIT SERVICE FEES AND LICENSURE FEES TO THE MEMBER BOARDS IN ACCORDANCE WITH IMLCC STATUTE AND RULES.

MOTION PASSED

UNANIMOUS

MOTION #2

MOVED BY THE BUDGET COMMITTEE, A MOTION BY A COMMITTEE DOES NOT REQUIRE A SECOND, THAT THE INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION WISHES IT TO BE KNOWN THAT NO FEES WILL BE LEVIED OR ASSESSED TO MEMBER STATES FOR FISCAL YEAR 2021, ALTHOUGH AUTHORIZED TO DO SO BY IMLCC STATUTE, SECTION 13(A).

MOTION #2 PASSED

UNANIMOUS

**IMLCC Executive Director performance evaluation survey**  
*Commissioner McSorley*

The evaluation survey of the executive director’s performance will be sent via email to all commissioners and the email will include instructions to complete the survey and the deadline for responding. The survey has 8 areas of evaluation. All commissioners are encouraged to complete the survey.

**Commissioner Comments**  
*Chair Terranova (ME)*

No comments

**Announcements**  
*Executive Director Smith*

- The next meeting of the commission is scheduled to be held by telephone on Tuesday, September 15, 2020. Additional information will be provided prior to the meeting.
- The IMLCC Committee Day and Annual meeting are scheduled for Monday, November 16, 2020 and Tuesday, November 17, 2020. The Alabama Board of Medical Examiners and the Medical Licensure Commission of Alabama will be hosts for the meeting to be held at The Lodge at Gulf State Park, Gulf Shores, Alabama. Additional information will be provided prior to the meeting
- All commissioners are encouraged to actively participate in the IMLCC committee meetings. Information about meeting dates and times can be obtained from the executive director.

**Adjournment**  
*Chair Terranova (ME)*

There being no further business, the meeting was adjourned at approximately 3:44 PM Eastern Time.