

INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION
EXECUTIVE COMMITTEE

Conference Call

June 8, 2021

MEETING MINUTES

DRAFT

Call to Order

Chair Cushman (NE)

The Executive Committee of the Interstate Medical Licensure Compact Commission convened at 3:00 PM, Eastern Time via conference call and was called to order by Chair Cushman (NE).

Roll Call

Secretary Smith

The roll was called, and a quorum was established.

Members Present

Commissioner Cushman (NE) - Commission Chair
Commissioner Farrelly (MD) - Treasurer and Chair of the Budget Committee
Commissioner Lawler (ID) - Chair of the Audit Committee
Commissioner Spangler (WV) was represented by proxy, Jamie Alley, Esq. - Chair of the Communications Committee
Commissioner Herlihy (VT) - Chair of the Personnel Committee
Commissioner Martinez (MN) - Chair of the Rules and Administrative Procedures Committee
Commissioner Gaedecke (MI) - Chair of the Technology Committee

Members Absent

Commissioner Cousineau (NV) - Commission Vice Chair
Commissioner Terranova (ME) - Past Chair

Staff Present

David Clark, Operations Manager; Rick Masters, IMLCC Legal Counsel; Todd Mata, Controller; Marschall Smith, Executive Director and Secretary; Dale Watts, IT Manager

Other commission members and members of the public

None were identified

Approval of agenda

Chair Cushman (NE)

An agenda was provided to the members prior to the meeting.

MOTION

MOVED BY COMMISSIONER HERLIHY (VT), SECONDED BY COMMISSIONER LAWLER (ID), TO APPROVE THE AGENDA.

MOTION PASSED

UNANIMOUS

Approval of the minutes

Executive Director Smith

The minutes from the May 4, 2021 meeting was provided to the members prior to the meeting for their consideration.

MOTION

MOVED BY COMMISSIONER FARRELLY (MD), SECONDED BY COMMISSIONER MARTINEZ (MN), TO APPROVE THE MAY 4, 2021 MINUTES.

MOTION PASSED

UNANIMOUS

Audit Committee

Commissioner Lawler (ID)

- A meeting is scheduled with the auditors this afternoon as a final interview regarding the governance portion of the audit.

- This is the last meeting for Commissioner Lawler as a member of the Executive Committee.

Budget Committee

Commissioner Farrelly (MD)

- There are several items on the agenda regarding the approval of the FY2022 budget and increasing the spending authority of the executive director for FY2021.

Communication Committee

Commissioner Spangler (WV)

- Dave Clark, IMLCC Operations Manager, provided the update on for Commissioner Spangler.
- The committee met on May 25, 2021.
- The committee:
 - Continued its review of the IMLCC webpages with the current focus on the FAQ pages.
 - The committee reviewed the educational videos active on the IMLCC webpage.
- The next meeting is scheduled for June 29, 2021.

Personnel Committee

Commissioner Herlihy (VT)

The committee is in the process of gathering information and making a determination about the Executive Director’s performance with a goal that the process will be completed in July and a recommendation made to the Executive Committee for its consideration shortly thereafter.

Rules & Administrative Procedures Committee

Commissioner Martinez (MN)

The committee met on June 15, 2021. The committee is continuing its work reviewing the IMLCC rules and will be making recommendations for changes.

Technology Committee

Commissioner Gaedecke (MI)

The committee met on May 20th.

- The committee is reviewing vendor capacity and project timelines. IMLCC system vendors will be asked to attend future committee meetings.
- A general discussion about creating a strong path forward for the IMLCC systems and development.
- Reviewed the project matrix.

Subcommittee or Special project reports

Chair Cushman (NE)

None

Action Items

There were four (4) items on the agenda which required action by the Executive Committee. Each of the motions were considered separately and included an opportunity for discussion and comments. After the discussion was concluded, the question was called and the motion voted on.

Motion #1 - Authorize an increase in the executive director’s FY2021 spending authority

Treasurer Farrelly (MD)

A motion to authorize the increase in the executive director’s Fiscal Year 2021 spending authority from \$1,467,161.00 to \$1,675,000.00 (\$207,839.00) effective immediately.

MOTION

MOVED BY COMMISSIONER FARRELLY (MD), SECONDED BY COMMISSIONER GAEDECKE (MI), TO APPROVE THE MOTION AS PRESENTED.

MOTION PASSED

UNANIMOUS

Motion #2 - Approve the FY2022 budget*Treasurer Farrelly (MD)*

A motion to approve the Fiscal Year 2022 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 FY2022 budget on behalf of the IMLCC. Further to authorize the executive director to expend IMLCC funds up to the amount of \$2,292,000.00 approved in the FY2022 budget and to remit service fees to the member boards in accordance with the IMLCC Statute and Rules.

MOTION

MOVED BY COMMISSIONER FARRELLY (MD), SECONDED BY COMMISSIONER GAEDECKE (MI), TO APPROVE THE MOTION AS PRESENTED.

MOTION PASSED

UNANIMOUS

Motion #3 - No fees or assessments will be levied to member boards in FY2022*Treasurer Farrelly (MD)*

The Interstate Medical Licensure Compact Commission wishes it to be known that no fees will be levied or assessed to member boards for the Fiscal Year 2022, although authorized to do so by the IMLCC Statute.

MOTION

MOVED BY IMLCC BUDGET COMMITTEE, A MOTION FROM A COMMITTEE DOES NOT REQUIRE A SECOND, TO APPROVE THE MOTION AS PRESENTED.

MOTION PASSED

UNANIMOUS

Motion #4*Commissioner Martinez (MN)*

The Interstate Medical Licensure Compact Commission should adopt IMLCC Policy #9 - Policy on Investment Strategies to become effective upon adoption.

MOTION

MOVED BY IMLCC BUDGET AND RULES & ADMINISTRATIVE PROCEDURES COMMITTEES, A MOTION FROM A COMMITTEE DOES NOT REQUIRE A SECOND, TO ADOPT IMLCC POLICY #9 WITH AN EFFECTIVE DATE OF JUNE 8, 2021.

MOTION PASSED

UNANIMOUS

Executive Director Update*Executive Director Smith*

- An update was provided regarding:
 - May work load
 - Phone calls = 719 (569 April)
 - Emails = 834 (914 April)
 - May processing volume
 - Applications processed = 457 applications (549 April)
 - Licenses issued = 711 licenses (1,055 April)
 - Previously issued licenses renewed = 1,755 (896 April)
 - May member board remittances
 - Transactions = 3,533 (2,217 April)
 - Fees paid to member boards = \$1.289,525.00 (\$770,030.20 April)
 - April inquires on LOQs issued
 - 1 inquiry
 - Dr. MC
 - Exceeded the number of attempts at Step 2-CK

- SPL processing error
 - LOQ invalidated
- Licensing Summit dates finalized - IMLCC portion August 4 and 5, 2021
- Legislation regarding joining the IMLCC has been introduced in the following states:
 - Delaware - Passed both houses, awaiting Governor's signature
 - Missouri - In committee, no action
 - New Jersey - In committee, no action
 - North Carolina - In committee, active
 - New York - In committee, tabled
 - Ohio - Passed the Senate 32 - 1 in House Committee
 - Oregon - In committee, no action
 - Rhode Island - In committee, no action
 - Texas - Passed both houses, awaiting Governor's signature
- Pennsylvania HB 192 - would authorize the board to obtain FBI fingerprint-based background information - Passed the House 201 - 0 now in the Senate for action
- Meetings scheduled - June 2021:
 - 6/3/2020 - Meeting with the Cystic Fibrosis Foundation
 - 6/9/2020 - On-boarding meeting with the Delaware Board of Medical Licensure and Discipline
 - 6/10/2021 - On-boarding meeting with the Louisiana State Board of Medical Examiners
 - 6/15/2021 - Rules & Administrative Procedures Committee meeting
 - 6/16/2021 - IMLCC Licensing Staff monthly meeting
 - 6/17/2021 - Technology Committee meeting
 - 6/18/2021 - Monthly Interstate Healthcare Collaborative conference call
 - 6/21/2021 - Budget Committee meeting
 - 6/29/2021 - Communications Committee meeting
 - 7/13/2021 - Executive Committee meeting
- Working with the DC Board of Medicine and Louisiana Board of Medical Examiners to on board with a target go-live date in July 2021

Discussion Item*Chair Cushman (NE)*

The IMLCC 2nd Licensing Summit will be held in conjunction with the Administrators-In-Medicine (AIM) Licensing Training. The dates are scheduled for August 3, 4, and 5, 2021. The AIM portion of the meeting will be Tuesday, August 2nd and the morning of August 4th. The IMLCC Licensing Summit will be the afternoon of August 4th and 5th.

Commissioner Comments*Chair Cushman (NE)*

The IMLCC Commissioners, staff and public members expressed their appreciation of the dedication and leadership of Commissioner Lawler as she leaves the Commission.

Public Comments*Chair Cushman (NE)*

There were no comments provided.

Adjournment*Chair Cushman (NE)*

There being no further business, the meeting was adjourned at 3:59 PM Eastern Time.