

INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION
EXECUTIVE COMMITTEE

Conference Call

May 3, 2022

DRAFT

MEETING MINUTES

Call to Order

Vice Chair Farrelly (MD)

The Executive Committee of the Interstate Medical Licensure Compact Commission convened at 3:03 PM, Eastern Time via conference call and was called to order by Vice Chair Farrelly (MD).

Roll Call

Secretary Smith

The roll was called, and a quorum was established.

Members Present

Commissioner Farrelly (MD) - Commission Vice Chair
Commissioner Silas (AL) - Treasurer and Chair of the Budget Committee
Commissioner Cushman (NE) - Past Chair
Commissioner Rodman (KY) - 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 Manahan (MN) - Chair of the Technology Committee

Members Absent

Commissioner Spangler (WV) - Commission 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 identified

Approval of agenda

Vice Chair Farrelly (MD)

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

MOTION

MOVED BY COMMISSIONER MARTINEZ (MN), SECONDED BY COMMISSIONER HERLIHY (VT), TO APPROVE THE AGENDA.

MOTION PASSED

UNANIMOUS

Approval of the minutes

Executive Director Smith

The draft minutes from the April 5, 2022 meeting was provided to the members prior to the meeting for their consideration.

MOTION

MOVED BY COMMISSIONER RODMAN (KY), SECONDED BY COMMISSIONER CUSHMAN (NE), TO APPROVE THE APRIL 5, 2022 MINUTES AS PRESENTED.

MOTION PASSED

UNANIMOUS

Budget Committee

Commissioner Silas (AL)

The committee met on April 12th with 7 members present. The discussion included:

- Review and discussion of the monthly and year-to-date FY2022 fiscal report.

- Review and discussion of the January to March Quarterly investment portfolio report.
- Discussion about the data sets used in the Pricing Study Model.
- Request that staff develop a “Cash Transfer Flow” process to be reviewed at the next meeting.
- The next scheduled meeting of the committee is May 10, 2022.

Communication Committee
Commissioner Rodman (KY)

The committee did not meet in April.

Personnel Committee
Commissioner Herlihy (VT)

The committee met on April 1st with 6 members present. The discussion included:

- Continued discussion of the executive director’s proposed staff salary ranges and proposed staff salary increases. The committee reviewed the four salary survey’s provided by Employers Council and the six salary range information for state employees from the committee members’ states.
- Still gathering data and will continue the discussion at the next meeting, which will include a review of the executive director’s final FY2023 Employee Compensation Plan.
- The next scheduled meeting of the committee is May 26, 2022.

Rules & Administrative Procedures Committee
Commissioner Martinez (MN)

The committee met on April 21st. The discussion included:

- A question raised by a member board regarding accepting less than the full-service fee for acting as the State of Principal License. It was decided that the IMLC Statute and Rules are clear regarding the payment of the fees, which cannot be adjusted in the remittance to the board by IMLC staff. However, a member board can establish its own procedures on how to handle the fees, including return a portion to the applicant.
- The committee welcomed a new member, Commissioner Tarr (TN).
- The committee intends to include as an agenda item at the November Commissioner meeting to seek input regarding new rules or policies to be considered in 2023.
- The committee decided to meet less frequently over the summer and fall as there is no active rulemaking being considered.
- The next meeting of the committee is June 21st.

Technology Committee
Commissioner Manahan (MN)

The committee met on April 14th with 9 of 12 members present. The discussion included:

- Review and discussion on the IT Manager report regarding projects and system performance.
- The RFP process was reviewed and the decision timeframe discussed. The executive director was charged with ensuring that the RFP requirements are in compliance with IMLC Statute and Rules, including a review by legal counsel. The June meeting will focus on authorizing the RFP to be published and to start gathering the responses.
- Work on the Phase 2 project - API development has started with meetings of interested member boards. Initial focus is on system integrity and security.
- The next scheduled meeting of the committee is June 9th.

Subcommittee or Special project reports None
Vice Chair Farrelly (MD)

Executive Director Update
Executive Director Smith

An update was provided regarding:

- April work load
 - Phone calls = 752 (774 March)
 - Emails = 739 (673 March)
- April processing volume
 - Applications processed = 1,198 applications (1,450 March)
 - Licenses issued = 2,001 licenses (2,021 March)
 - Previously issued licenses renewed = 755 (560 March)
- April member board remittances
 - Transactions = 3,476 (3,898 March)
 - Fees paid to member boards = \$1,228,538.30 (\$1,447,208.30 March)
- April inquires on LOQs issued
 - 1 inquiry and 1 disciplinary action taken against a physician's license
 1. Dr. FRR
 - Alabama, Arizona, Colorado and Tennessee took disciplinary action - impacted boards notified.
 2. Dr. LAW
 - A member board questioned a non-member board's report to the NPDB.
 - The SPL determined that the LOQ was valid and that the reported action was considered a public non-disciplinary notice.
- Active legislation in 7 states: CT, MA, MO, NY, NC, RI, and VA
- IMLCC Staff and office update
 - The IMLCC has 1 vacant position but a candidate has been interviewed and hired.
 - Office hours are Monday to Friday, 8:00 AM to 8:00 PM Eastern

Commissioner Comments
Vice Chair Farrelly (MD)

There were no comments provided.

Public Comments
Vice Chair Farrelly (MD)

There were no comments provided.

Adjournment
Vice Chair Farrelly (MD)

There being no further business, the meeting was adjourned at 4:11 PM Eastern Time.