

**INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION
EXECUTIVE COMMITTEE**

Conference Call

October 4, 2022

MEETING MINUTES

Call to Order

Chair Spangler (WV)

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 Spangler (WV).

Roll Call

Secretary Smith

The roll was called, and a quorum was established.

Members Present

Commissioner Spangler (WV) - Commission Chair
Commissioner Farrelly (MD) - Commission Vice Chair
Commissioner Cushman (NE) - Past Chair
Commissioner Silas (AL) - Treasurer and Chair of the Budget Committee
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

None

Staff Present

Keyla Blanco, Controller; David Clark, Operations Manager; Rick Masters, Legal Counsel; Marschall Smith, Executive Director; Dale Watts, IT Manager

Other commission members and members of the public

None identified

Approval of agenda

Chair Spangler (WV)

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 September 13, 2022 meeting was provided to the members prior to the meeting for their consideration. Two corrections were made to the draft minutes, the final sentence in the 3rd bullet under the Budget Committee report was completed with the words "...the FDIC requirement." and a typographical error in the Executive Director Update. The requests were accepted and changes made.

MOTION

MOVED BY COMMISSIONER SILAS (AL), SECONDED BY COMMISSIONER HERLIHY (VT), TO APPROVE THE AMENDED SEPTEMBER 13, 2022 MINUTES.

MOTION PASSED

WITH COMMISSIONERS FARRELLY AND CUSHMAN ABSTAINING

Budget Committee*Commissioner Silas (AL)*

The committee met on September 20th with 7 members present. The discussion included:

- The executive director provided an update that Aime Steines, former IMLCC Controller was no longer with the organization. An active search was ongoing to find her replacement.
- As a result of the personnel change, the start of the FY2022 audit has been delayed until after the Thanksgiving holiday.
- The committee reviewed IMLC Policy #5. There was an active discussion regarding the Policy and its intentions. It was noted that the reserve funds have never been utilized or needed. The committee intends to review IMLC Policy #9 in the near future.
- The next meeting is scheduled for October 18, 2022.

Communication Committee*Commissioner Rodman (KY)*

The committee met on September 27th with 6 members present. The discussion included:

- A review of the final draft of the FY2022 Annual Report. After the review the committee voted to accept the report on behalf of the commission and instructed the executive director to make the document available in accordance with IMLC Policy #4.
- The committee reviewed the final version of a “Welcome to the IMLCC” video and authorized its inclusion on the IMLCC webpage in accordance with IMLC Policy #7.
- The committee reviewed the final version of the IMLCC New Commissioners Handbook.
- Review of emails sent as a result of the submission of a physician’s redesignation application. This is part of the process, where the committee is reviewing the content of all emails sent as a result of the various applications.

Personnel Committee*Commissioner Herlihy (VT)*

The committee did not meet in September. The next meeting of the committee is November 7th.

Rules & Administrative Procedures Committee*Commissioner Martinez (MN)*

The committee met on September 26th and October 3rd. The discussion for both meetings was focused on reviewing the comments received regarding the draft changes to IMLC Rule Chapter 6. Substantial changes were made to the document based on the comments received and the discussion of the committee members and guests. It was an important discussion with many valued contributions and was a thoughtful process.

After discussion at the October 3rd, meeting the committee adopted a final draft for consideration and to proceed with a rulemaking hearing. The executive director was instructed to announce the rulemaking hearing, publish the draft IMLC Rule Chapter 6, and invite comments.

Technology Committee*Commissioner Manahan (MN)*

The committee met on September 8th with 9 of the 12 members present and Commissioner Farrelly. The discussion included:

- The monthly IT Manager report.
- Progress regarding the announcement of the publication of the IMLCC’s first Application Programming Interface or API. The API will allow system to system interaction on physician applications. The initial publication goal of 9/30/2022 has been pushed back to mid-October. There are 12 boards who have volunteered to test the process and efforts are underway to

understand the various systems used by member boards to process applications to determine if efficiencies and common development can take place.

- The State of Connecticut began active participation as a license issuing only member state on October 1, 2022.
- The system overall application failure rate continues to track at well below 1%.
- The spending for IT is currently underbudget but that is expected to change once the RFP is approved and work begins on the Enhanced Physician Portal.
- The New Technology Committee member training and documents were reviewed and finalized.
- The next phase of the RFP for the Enhanced Physician Portal bid process has started. Staff will provide the committee with their top 3 recommendations and the bid documents for those 3 vendors. The committee will review and consider its recommendation at the November 7th Committee Day meeting in closed session. The final step is for the Staff and Technology Committee recommendations to be provided to the Executive Committee at its December meeting to award the bid.
- The next meeting is scheduled for October 13, 2022.

Executive Director Update
Executive Director Smith

An update was provided regarding:

- September work load
 - Phone calls = 813 (947 August)
 - Emails = 997 (902 August)
- September processing volume
 - Applications processed = 1,493 applications (1,593 August)
 - Licenses issued = 2,612 licenses (2,766 August)
 - Previously issued licenses renewed = 1,365 (1,045 August)
- September member board remittances
 - Transactions = 4,577 (5,315 August)
 - Fees paid to member boards = \$1,607,852.48 (\$1,876,573.05 August)
- September inquires on LOQs issued
 - 7 inquiries and 5 disciplinary actions
 1. Dr. VM
 - Disciplinary actions were taken by 2 different member boards. The physician has been subject to 10 disciplinary actions dating back to February 2022. The actions are a result of a Joint Investigation.
 2. Dr. CCS
 - Disciplinary action was taken by a member board. Impacted member boards were notified of the action.
 3. Dr. CNN
 - Disciplinary action was taken by a member board. Impacted member boards were notified of the action.
 4. Dr. SKR

- Disciplinary action was taken by a member board. Impacted member boards were notified of the action.
5. Dr. LAW
- A member board questioned eligibility to renew a license based on recent action by a non-member board.
 - The new disciplinary action means that the physician is not eligible to renew. Impacted member boards were notified.
6. Dr. PS
- A member board questioned if the physician's selection of the SPL was properly determined.
 - The SPL determined that the LOQ was valid and provided the employer information. The member board who raised the question continues to refuse to issue the requested license. This is the 3rd situation where this member board is refusing to issue a requested license with a valid LOQ and the payment of fees.
7. Dr. JT
- A member board questioned the lack of board certification information on the application.
 - The LOQ was determined to be invalid as the physician was not board certified at the time of the application. Impacted member boards were notified.
8. Dr. BD
- A member board questioned the ACGME accreditation status at the time the physician attended the university. This question is still open.
9. Dr. SH
- A member board questioned the physician's status regarding maintaining a license with the SPL. The SPL's license is in an "inactive" status. This question is still open.
10. Dr. KGK
- A member board questioned if an LOQ should be issued for a physician whose listed employer in the SPL's state is not their "primary employer".
 - The member board was provided documentation that supported the issuance of the LOQ; however, the member board has determined that they will not issue the LOQ. The

physician in question is considering legal action.

- The matter was resolved and the LOQ has been issued.

11. Dr. TC

- A member board questioned if a self-reported action by another member board disqualified the physician's renewal application.
- Review of the action showed that the issuing board considered the action to be a "non-disciplinary public notice" and the physician was allowed to renew the license in question.
- Active legislation in 3 states: MA, NC, and NY
- The Annual meeting's final notice and agenda was reviewed with the Executive Committee members. Comments and corrections were provided Agenda items and discussion topics are requested from Commissioners, due no later than October 5, 2022.
- IMLCC Staff and office update
 - The Controller position has been filled. Keyla Blanco is the IMLCC's new Controller. She started September 30th.
 - Office hours are Monday to Friday, 8:00 AM to 8:00 PM Eastern.

Annual Commission Meeting *Executive Director Smith*

A copy of the final draft Notice and Agenda for the annual commission meeting was provided to the committee members prior to the meeting. A review of the document and discussion was held. Several changes were suggested, which were made. Committee chairs were requested to provide their committee start times to the executive director as soon as possible.

The final Notice and Agenda for the November 7th and 8th meetings will be published on Friday, October 7, 2022. Agenda items must be submitted no later than 7:00 PM Eastern time, Wednesday, October 5th.

Commissioner Comments *Chair Spangler (WV)*

There were no comments provided

Public Comments *Chair Spangler (WV)*

There were no comments provided.

Adjournment *Executive Director Smith*

There being no further business, the meeting was adjourned at 3:36 PM Eastern Time.