

INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION  
EXECUTIVE COMMITTEE

Conference Call  
December 6, 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 Silas (AL) - Commission Vice Chair  
Commissioner Cleveland (MS) - Treasurer and Chair of the Budget Committee  
Commissioner Rodman (KY) - Chair of the Communications Committee  
Commissioner Herlihy (VT) - Chair of the Personnel Committee  
Commissioner Bohall (AZ) - Chair of the Rules and Administrative Procedures Committee  
Commissioner Manahan (MN) - Chair of the Technology Committee

**Members Absent**

Past Chair - Vacant

**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 HERLIHY (VT), SECONDED BY COMMISSIONER MANAHAN (MN), TO APPROVE THE AGENDA.

MOTION PASSED

UNANIMOUS

**Approval of the minutes**  
*Executive Director Smith*

The draft minutes from the October 4, 2022 meeting was provided to the members prior to the meeting for their consideration.

MOTION

MOVED BY COMMISSIONER MANAHAN (MN), SECONDED BY COMMISSIONER SILAS (AL), TO APPROVE THE OCTOBER 4, 2022 MINUTES.

MOTION PASSED

WITH COMMISSIONERS BOHALL AND CLEVELAND ABSTAINING

**Budget Committee**  
*Commissioner Cleveland (MS)*

The committee met on November 7<sup>th</sup> and was well attended. The discussion included:

- Reviewing the various restricted and unrestricted accounts.

- Refining the “waterfall” process used as the instructions for staff to follow in moving funds to various savings and investment accounts.
- Financial reports and documents provide a strong financial position for the Compact, as an organization it is financially stable and profitable.
- The committee’s next meeting is December 13, 2022.

**Communication Committee**  
*Commissioner Rodman (KY)*

The committee met on November 7<sup>th</sup> and was well attended. The discussion included:

- Topics for the Winter newsletter.
- Finalizing the IMLCC Style Guide.
- The ongoing project of reviewing IMLCC’s email language and the information on the webpage.
- The next meeting will be in late January 2023.

**Personnel Committee**  
*Commissioner Herlihy (VT)*

The committee met on November 7<sup>th</sup> and was well attended. The committee is considering changes to the benefits offered to IMLCC employees. Several recommendations were discussed and the top 3 will be part of the committee’s work in the upcoming year. The plan is to have a new benefit package in place by July 1, 2023.

**Rules & Administrative Procedures Committee**  
*Commissioner Bohall (AZ)*

The committee met on November 7<sup>th</sup>. The discussion for the meeting focused on the upcoming rulemaking hearing. The next is scheduled for December 13<sup>th</sup> and the committee will be starting the task of a complete review of IMLC Rule Chapter 6. A meeting is scheduled with the past committee chair, Commissioner Martinez, to create a leadership transition plan for this committee.

**Technology Committee**  
*Commissioner Manahan (MN)*

The committee met on November 7<sup>th</sup> and was well attended. The discussion included:

- Finalizing a committee recommendation regarding the bidders on the Enhanced Physician Portal for the Executive Committee’s consideration.
- The upcoming meetings will focus on the next iStarsII enhancements, specifically the next development phase regarding Financial Tracking and Reporting.
- The next meeting is scheduled for December 8, 2022.

**Executive Director Update**  
*Executive Director Smith*

An update was provided regarding:

- November work load
  - Phone calls = 688 (726 October)
  - Emails = 706 (809 October)
- November processing volume
  - Applications processed = 1,395 (1,454 October)
  - Licenses issued = 2,230 (2,172 October)
  - Previously issued licenses renewed = 1,292 (1,213 October)
- November member board remittances
  - Transactions = 5,217 (3,982 October)
  - Fees paid to member boards = \$1,918,284.25 (\$1,470,884.80 October)
- November inquiries on LOQs issued
  - 1 inquiry and 1 disciplinary action

1. Dr. FRR
  - o Disciplinary action was taken by 1 member board. The physician has been subject to 5 disciplinary actions dating back to March 2022.
2. Dr. RL
  - o A member board questioned the GME taking place outside of the U.S. The SPL determined the LOQ was invalid and impacted member boards were notified.

- Active legislation in 3 states: MA, NC, and NY
- Pre-filed legislation in MO
- The Executive Director and Legal Counsel have been invited to speak at the AMA’s January State Advocacy Summit
- The Executive Director has been invited to speak at Rutgers University’s Health Policy Forum in January.
- The IMLCC has completed a comprehensive IT security audit. The result of the audit was a finding of 5 of 5 - Meets or Exceeds Industry Standards
- IMLCC Office will be closed December 23<sup>rd</sup>, December 30<sup>th</sup> and January 2<sup>nd</sup> in observation of the Christmas and New Year’s Holidays.

**2023 Commission Meeting Schedule**  
*Executive Director Smith*

Due to a procedural concern this matter will be reconsidered at the February 7, 2023 Executive Committee meeting.

A copy of the proposed meeting schedule for the Commission and Executive Committee meetings was provided prior to the meeting for consideration.

~~MOTION #1~~

~~MOVED BY COMMISSIONER SILAS (AL), SECONDED BY COMMISSIONER CUSHMAN (NE), TO APPROVE THE 2023 COMMISSION MEETING DATES AS PRESENTED.~~

~~MOTION PASSED~~

UNANIMOUS

MOTION #2

MOVED BY COMMISSIONER CLEVELAND (MS), SECONDED BY COMMISSIONER HERLIHY (VT), TO APPROVE THE 2023 EXECUTIVE COMMITTEE MEETING DATES AS PRESENTED.

MOTION PASSED

UNANIMOUS

**Closed Meeting**  
*Chair Spangler*

The Executive Committee determined that it should enter a closed meeting in order to discuss the awarding of a bid for technology services, as permitted under IMLC Statute, Section 11, paragraph (h)(3), and to discuss a personnel matter, as permitted under IMLC Statute, Section 11, paragraph (h)(1) and (5). Legal counsel certified that the reason to close the meeting complied with IMLC Statutes. The executive director participated in the discussion regarding the awarding of the bid for technology services but did not participate in the personnel matter discussion. The attendees were invited to a segregated area of the virtual meeting space for the closed meeting portion which started at 3:38 PM Eastern Time. The public space of the virtual meeting remained active during the closed meeting.

MOTION  
 MOVED BY COMMISSIONER CLEVELAND (MS), SECONDED BY COMMISSIONER RODMAN (KY) TO CLOSE THE EXECUTIVE COMMITTEE MEETING FOR THE PURPOSE OF DISCUSSION THE AWARDING OF A BID FOR TECHNOLOGY SERVICES AND A PERSONNEL MATTER.  
 MOTION PASSED UNANIMOUS

**Resumption of the meeting open to the public** The Executive Committee resumed its business in a session open to the public at 4:24 PM Eastern Time.

**Awarding the bid for technology services** The decision to award the bid was tabled and will be scheduled for reconsideration at the January 10, 2023 meeting.

**Action Item - forming an Ad Hoc Committee** The Executive Committee held a discussion regarding a letter received from the Maryland Board of Physicians and determined that an Ad Hoc Committee should be formed by the Chair to consider the allegations made in that letter.

MOTION  
 MOVED BY COMMISSIONER SILAS (AL), SECONDED BY COMMISSIONER BOHALL (AZ), TO FORM AN AD HOC COMMITTEE TO REVIEW AND MAKE INQUIRES INTO THE ALLEGATIONS OF THE MARYLAND BOARD OF PHYSICIANS REGARDING THE IMLC BIDDING PROCESS FOR AN ENHANCED PHYSIcian PORTAL AND REPORT BACK TO THE EXECUTIVE COMMITTEE WHETHER OR NOT THIS PROCESS SHOULD PROCEED. ALSO, TO ALLOW CHAIRMAN SPANGLER TO SELECT THE MEMBERS OF THIS AD HOC COMMITTEE.

MOTION PASSED UNANIMOUS

**Commissioner Comments**  
*Chair Spangler (WV)* There were no comments provided.

**Public Comments**  
*Chair Spangler (WV)* Ms. Stacy Harris from MYMOC, Inc. wished the Commissioners a happy holiday season.

**Adjournment**  
*Executive Director Smith* There being no further business, the meeting was adjourned at 4:27 PM Eastern Time.