

**INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION
EXECUTIVE COMMITTEE**

Conference Call

March 7, 2023

MEETING MINUTES

Call to Order

Chair Spangler (WV)

The Executive Committee of the Interstate Medical Licensure Compact Commission convened at 3:01 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 Bohall (AZ) - Chair of the Rules and Administrative Procedures Committee
Commissioner Manahan (MN) - Chair of the Technology Committee

Members Absent

Commissioner Herlihy (VT) - Chair of the Personnel Committee
Vacant - Past Chair

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 were noted

Approval of agenda

Chair Spangler (WV)

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

MOTION

MOVED BY COMMISSIONER CLEVELAND (MS), SECONDED BY COMMISSIONER MANAHAN (MN), TO APPROVE THE AGENDA.

MOTION PASSED

UNANIMOUS

Approval of the minutes

Executive Director Smith

The draft minutes from the February 7, 2023 meeting was provided to the members prior to the meeting for their consideration.

MOTION

MOVED BY COMMISSIONER SILAS (AL), SECONDED BY COMMISSIONER RODMAN (KY), TO APPROVE THE MINUTES FROM FEBRUARY 7, 2023.

MOTION PASSED

WITH COMMISSIONERS CLEVELAND AND BOHALL ABSTAINING

Budget Committee

Commissioner Cleveland (MS)

The committee met on February 21, 2023. The discussion included:

- An update of the progress toward the completion of the FY2022 audit was provided by Controller Blanco.
- A review of the P&L Statement and financial reports and documents which all continue to indicate that the Compact is in a strong financial position for the Compact.

- An update of the Bank Diversification project, to move IMLCC restricted funds held in FDIC insured accounts to Certificates of Deposit from FDIC insured institutions was provided by Executive Director Smith. The project will be completed in March.
- The final draft of the proposed FY2024 Budget was reviewed, with the final draft to be considered at the March 14, 2023 meeting. The committee's recommended FY2024 Budget will be presented for approval at the May 16, 2023 Commission Meeting.
- The Commission has \$2.35 million in the Investment Portfolio. These funds are invested as part of the Commission's endowment to ensure the fiscal health of the organization and to ensure that member states will never have a levy assessed. The fund is sufficient to operate without additional income sources for at least 2 years.
- The committee's next meeting is March 14, 2023.

Communication Committee
Commissioner Rodman (KY)

The committee met on February 28, 2023 with 7 of the committee members present. The discussion included:

- The IMLC's winter newsletter was reviewed and approved for publication.
- The ongoing review of the IMLC webpage continued with the Glossary of Key Terms the focus of the next several meetings.
- The next meeting is scheduled for February 28, 2023.

Personnel Committee
Commissioner Herlihy (VT)

The executive director provided a brief update on behalf of Commissioner Herlihy. The committee met on February 10, 2023 and was well attended. The discussion included:

- The "Great Place to Work" is on hold.
- The final draft of the Executive Director's FY2024 Employee Compensation Plan was presented and reviewed. The final Plan will be presented to the committee at a future meeting along with a request for the committee's endorsement. The costs associated with the Plan have been included in the FY2024 Budget.
- The next meeting has not yet been scheduled.

Rules & Administrative Procedures Committee
Commissioner Bohall (AZ)

The committee met on February 21, 2023. The discussion included:

- The review of IMLC Rule Chapter 6 continued with a review of paragraph 6.3. The work on this project will continue with the goal of being completed for review by the Commissioners at their May 2023 meeting.
- Draft IMLC Policy #10 - Policy on Ex-officio member was reviewed and approved by the committee (Administrative note - the approved policy was re-number to IMLC Policy #11 as IMLC Policy #10 had been adopted on February 8, 2022, which was still effective.)
- The committee discussed IMLC Rule 4, specifically making changes paragraph 4.2 - definition of employer. Draft language was provided to staff with instructions to provide a revised copy at the next meeting for consideration.
- The next committee meeting is March 21, 2023.

Technology Committee*Commissioner Manahan (MN)*

The committee met on February 9, 2023 and was well attended by 9 of the 13 committee members. The discussion included:

- The progress regarding the API project, related to the renewal process. A new member board has started the implementation process, bringing the total to three member boards participating in this pilot project. The next phase will be the LOQ/SPL process, then the Selection of States as the final process.
- The work continues to migrate OneDrive documents to SharePoint. This is a time sensitive project due to a deactivation notice from Microsoft.
- The IMLCC system flow failure rate continues to be below industry standards - current rate is below 0.40%. The industry standard is 5%.
- The recent software release experienced several issues and those issues are being resolved.
- Leslie Taylor from the Maryland Board of Physicians joined the meeting to discuss the next iStarsII development project. The committee is exploring ideas of improving the financial aspects and what improvements would be beneficial to member boards.
- The next meeting is scheduled for March 9, 2023.

Executive Director Update*Executive Director Smith*

An update was provided regarding:

- February work load
 - Phone calls = 871 (819 January)
 - Emails = 849 (914 January)
- February processing volume
 - Applications processed = 1,634 (1,619 January)
 - Licenses issued = 2,707 (2,703 January)
 - Previously issued licenses renewed = 1,895 (1,383 January)
- February member board remittances
 - Transactions = 6,029 (6,029 January)
 - Fees paid to member boards = \$1,902,043.20 (\$2,080,568.25 January)
- February inquires on LOQs issued
 - 2 LOQ questions and no disciplinary actions
 1. Dr. AM
 - A member board questioned the board certification status indicated on the application. The SPL researched the situation and determined that the LOQ was not valid. Impacted member boards were notified.
 2. Dr. JK
 - A member board questioned a disciplinary action from 1990, which appeared to be rescinded. The SPL researched the situation and determined that 3 disciplinary actions were taken during the applicant's residency, 2 of which were later rescinded and the 3rd was allowed to expire without action and new license issued. The SPL determined that since

the 3rd action was never rescinded, that the applicant did not qualify and the LOQ was not valid. Impacted member boards were notified.

- Active legislation in 6 states: HI, MA, MO, NM, NY, and VA

Discussion Item

Commissioner Cleveland (MS)

The discuss item related to the draft Physician Assistant Compact, which is currently being considered in 4 states; Minnesota, Ohio, Rhode Island, and Texas. There was concern raised regarding the model in the draft language which use a “privilege to practice” model rather than an “expedited licensure” model. After discussion, it was determined that the matter should be placed on the agenda for the May 2023 Commission meeting. The proposal is to determine with the Commissioner wish to request that the Physician Assistant Compact developers will consider revising the draft language to an expedited licensure model. And further, should the request be denied, does the Commission believe it is appropriate to develop alternative language to be introduced in states. Legal counsel will draft alternative language for consideration at the May 2023 meeting.

IMLC Policy #10 - Policy on Ex-officio Members
(Administratively changed to #11)

Chair Spangler

A copy of the policy was provided prior to the meeting. Commissioner Bohall, Chair of the Rules & Administrative Procedures Committee, reported that his committee had developed the policy and requested that the policy be adopted and be implemented immediately. After discussion and consideration, the question was called.

MOTION

MOVED BY COMMISSIONER RODMAN (KY), SECONDED BY COMMISSIONER MANAHAN (MN) TO ADOPT IMLC POLICY #10 - POLICY ON EX-OFFICIO MEMBERS AS PRESENTED TO BE EFFECTIVE IMMEDIATELY.

MOTION PASSED

UNANIMOUS

IMLC Policy #11 - Policy on Procurement (Administratively changed to #12)

Chair Spangler

A copy of the policy was provided prior to the meeting. A general discussion was held, which included a section-by-section review of the policy. Commissioner Manahan provided recommended changes to the draft policy to better define the oversight and decision-making roles that the Executive Committee would exercise in the procurement process. Additional changes were made to the dollar ranges for the requirements of each cost range. The recommended amendments were accepted and incorporated into the final draft and the question was called.

MOTION

MOVED BY COMMISSIONER MANAHAN (MN), SECONDED BY COMMISSIONER CLEVELAND (MS), TO ADOPT IMLC POLICY #11 - POLICY ON PROCUREMENT AS AMENDED TO BE EFFECTIVE IMMEDIATELY.

MOTION PASSED

UNANIMOUS

Commissioner Comments

Chair Spangler (WV)

No comments were provided.

Public Comments

Chair Spangler (WV)

No comments were provided.

Adjournment

Executive Director Smith

There being no further business, the meeting was adjourned at 4:33 PM Eastern Time.