

INTERSTATE MEDICAL LICENSURE COMPACT COMMISSION
EXECUTIVE COMMITTEE

Conference Call

May 9, 2023

MEETING MINUTES

Call to Order

Chair Spangler (WV)

The Executive Committee of the Interstate Medical Licensure Compact Commission convened at 3:02 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 Rodman (KY) - Chair of the Communications Committee
Commissioner Herlihy (VT) - Chair of the Personnel Committee
Commissioner Manahan (MN) - Chair of the Technology Committee

Members Absent

Commissioner Cleveland (MS) - Treasurer and Chair of the Budget Committee
Commissioner Bohall (AZ) - Chair of the Rules and Administrative Procedures Committee
Vacant - Past Chair

Staff Present

Keyla Blanco, Controller; David Clark, Operations Manager; 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 SILAS (AL), SECONDED BY COMMISSIONER MANAHAN (MN), TO APPROVE THE AGENDA.

MOTION PASSED

UNANIMOUS

Approval of the minutes

Executive Director Smith

The draft minutes from the April 6, 2023 meeting was provided to the members prior to the meeting for their consideration. A correction to the draft minutes was provided to reflect that the correct employee retirement program is a 457b plan and that there is active legislation in 5 states.

MOTION

MOVED BY COMMISSIONER MANAHAN (MN), SECONDED BY COMMISSIONER RODMAN (KY), TO APPROVE THE AMENDED MINUTES FROM APRIL 6, 2023.

MOTION PASSED

UNANIMOUS

Budget Committee

The committee met on April 18, 2023. The discussion included:

Executive Director Smith on behalf of Treasurer Cleveland (MS)

- A financial diversification review to include consideration of other investment opportunities, including real estate options and market investment strategies to include more risk taking.
- The FY2023 Financial Audit was completed and the report provided to the Budget Committee for review and approval. The Committee members met with the audit team, including the audit manager to ask questions about the audit. After the meeting with the audit team, the Budget Committee unanimously voted to accept the audit reports as presented on behalf of the IMLCC. The executive director was instructed to publish the audit report on the IMLCC's webpage.
- The committee's next meeting will be scheduled in June 2023.

Communication Committee
Commissioner Rodman (KY)

The committee met on April 25, 2023 with 6-members present. The discussion included:

- The review of the IMLC webpage. The entire IMLCC webpage and all system generated letters have been reviewed by the committee. This review will be re-started in 2025.
- Each member of the executive committee is requested to provide a statement/summary of their committee to be included in the summer newsletter. Please provide the statement no later than June 15, 2023.
- The next meeting is scheduled for July 25, 2023 - to review the Summer Newsletter and a special review of the renewal system generated emails.

Personnel Committee
Commissioner Herlihy (VT)

The committee is scheduled to meet next on May 12, 2023.

Rules & Administrative Procedures Committee
Executive Director Smith on behalf of Commissioner Bohall (AZ)

The committee met on April 18, 2023. The discussion included:

- The review of IMLC Rule Chapter 6 concluded with a review of paragraphs 6.5 and 6.6. The suggestions from the subcommittee were review and incorporated. The committee reviewed a final red-line version which incorporated all the suggested changes. The committee will review and determine if the rulemaking process should commence at the June 2023 meeting.
- The committee discussed proposed changes to IMLC Rule Chapter 3 at the request of the Budget Committee. The proposed changes to the rule related to paragraph 3.3(1)(b), which if adopted would change the disbursement of member board fees from no more than 30 days to 30 days from the date the funds are requested from the board.
- The next committee meeting is June 20, 2023.

Technology Committee
Commissioner Manahan (MN)

The committee met on April 13, 2023 and was well attended by 10 of the 14 committee members. The discussion included:

- The progress regarding the renewal API project was launched in December 2022 and the Nevada State Board of Medical Examiners went live in early April. There are several other boards which are close to going live.
- Discussion regarding a revision to the committee's charge which now more accurately reflects its role. The primary change was to remove the committee's role in the RFP process. The changes after discussion were adopted.

- The RFP bids for the Enhanced Physician Portal are due Monday, May 15, 2023.
- The committee is continuing their discussion of ideas for improving the financial aspects of the system. These ideas include creating a flexible payment environment, multiple payment options, customer relationships and payment options, and making the remittance process easier on the member boards and providing flexibility in creating and authorizing remittance payments.
- The next meeting is scheduled for May 11, 2023.

Executive Director Update
Executive Director Smith

An update was provided regarding:

- April work load
 - Phone calls = 821 (921 March)
 - Emails = 692 (776 March)
- April processing volume
 - Applications processed = 1,668 (1,917 March)
 - Licenses issued = 2,734 (2,941 March)
 - Previously issued licenses renewed = 1,863 (1,481 March)
- April member board remittances
 - Transactions = 5,517 (4,889 March)
 - Fees paid to member boards = \$1,925,539.65 (\$1,776,969.05 March)
- April inquires on LOQs issued - Since 2019 there have been 21 LOQs found to be invalid and 23 physicians have been the subject of disciplinary actions.
 - 1 LOQ question was resolved and 1 disciplinary action was reported
 1. Dr. JSJ
 - A member board questioned the SPL's determination and application of the term employer. The LOQ was determined to be valid.
 2. Dr. KMB
 - Disciplinary action was taken by multiple member boards and the impacted member boards were notified of the action.
- The Indiana Professional Licensing Agency began active participation on May 1, 2023.
- There is active legislation in 4 states: HI, MO, NY, and NC

Discussion Item
Chair Spangler

The proposed changes to IMLC Chapter 6 that were reviewed by the Rules committee were provide to the Executive Committee prior to the meeting. The proposed changes were discussed with no action taken.

Closed Meeting
Chair Spangler

The Executive Committee determined that it should enter a closed meeting in order to discuss and review a proposed Enhanced Physician Portal RFP, as permitted by IMLC Statute, Section 11, paragraph (h)(3) and IMLC Policy 12 - Policy on Procurement. Legal Counsel was not present, but it was determined that it was appropriate to enter into the closed meeting as it was directly for the purpose that previous certifications had been obtained from legal counsel. The executive

committee members and the executive director were invited to a segregated area of the virtual meeting space for the closed meeting portion which started at 3:39 pm Eastern time. The public space of the virtual meeting remained active during the closed meeting.

MOTION

MOVED BY COMMISSIONER HERLIHY (VT), SECONDED BY COMMISSIONER RODMAN (KY) TO CLOSE THE EXECUTIVE COMMITTEE MEETING FOR THE PURPOSE OF DISCUSSION AND REVIEW OF THE PROPOSED ENHANCED PHYSICIAN PORTAL RFP.

MOTION PASSED

UNANIMOUS

Action items from the Closed Meeting

Chair Spangler

The closed meeting ended at 4:18 pm Eastern Time. The Executive Committee resumed its business in open session.

Commissioner Comments

Chair Spangler (WV)

Chair Spangler commented that during the recent FSMB Annual meeting, he heard many positive comments from other member board's executive directors and staff about the IMLCC staff's great work during the on-boarding process, helping to solve issues, and answering questions.

Public Comments

Chair Spangler (WV)

No comments were provided.

Adjournment

Executive Director Smith

There being no further business, the meeting was adjourned at 4:22 PM Eastern Time.