

LOUISIANA STATE RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

BUSINESS MEETING MINUTES

January 13, 2016

CALL TO ORDER

Chairman Susan Hammonds-Guarisco called the meeting to order at 11:20am

ROLL CALL

The following Board members were present:

Naveed Awan
Brett Bennett
Gregory Bradley
Susan Hammonds-Guarisco
Abbie Kemper-Martin, MD
Thea Moran, MD
Robert Newsome, MD
Kirk Soileau

The following Board members were absent with prior excuse;

James Frazier
Elizabeth Frizzell

Also present were:

Kenneth Jones, Executive Director
Katherine Muslow, Counsel

MINUTES

Minutes of October 14, 2015 had been previously circulated to the Board members by mail and were accepted as presented.

MOTION to approve minutes of October 14, 2015 by T.Moran

SECOND by B.Bennett

ACTION: by Voice Vote: Ayes = 7, Nays = 0 Motion passed unanimously

FINANCIAL REPORT

Financial Review Committee Report

Members include Brett Bennett, Susan Hammonds-Guarisco, and Elizabeth Frizzell. Greg Bradley volunteered to temporarily review monthly financial reports during Ms. Frizzell's absence.

B.Bennett, S.Hammonds-Guarisco, G.Bradley reported all financials are easy to review and there have been no issues.

Financial Report by Executive Director

Executive Director discussed the following reports.

- Fiscal Year Comparison: July 1, 2015 to December 31, 2015
- Fiscal Year Comparison to Budget: July 1, 2015 to December 31, 2015
- Calendar Year Comparison: January 1, 2015 to December 31, 2015
- Assets and Liabilities as of December 31, 2015

2016 Financial Analysis

Annual State review put together by Hienz & Macaluso will cost \$3500.

Semi-annual review of office accounting practices by a CPA will cost \$50 per hour.

CHAIRMAN'S REPORT

Chairman updated the Board on the progress of the website development.

The Board has one vacant position. This is a physicist position nominated by the Louisiana State Medical Society.

Annual attendance of Board members was reviewed.

LICENSURE

Executive Director reported statistics on;

- 2015 Renewals
- Expired license demographics
- ARRT certifications and Louisiana license holders

BUSINESS ADMINISTRATION

Board Operations

- 2015 Complaints, Investigative Data
Opened to investigate-21; Closed-10; Remained Open-11
This is a significant increase from previous years.
Board requested Executive Director to put the complaints into categories and report back in April.
- 2016 Renewal statistics were discussed.

LSRT Mid-Winter Meeting Travel Approval, Alexandria, LA, February 27, 2016

Susan Hammonds-Guarisco requested Board approval to reimburse her mileage and meals, total \$180.54.
Approved by A.Kemper-Martin on January 6, 2016.

MOTION to approve reimbursement by B.Bennett

SECOND by A.Kemper-Martin

ACTION: by Voice Vote: Ayes = 7, Nays = 0 Motion passed unanimously

OLD BUSINESS

Teknarus/Web Development Update

Executive Director has had several demonstrations.

Chairman and Executive Director will schedule a conference call with the owner of Teknarus to discuss issues.

Licensee Addiction Monitoring

Board Counsel will have a PHP monitoring policy to review with the Board at its April meeting.

NEW BUSINESS

Board discussed the definition of probation and expired status. Executive Director will make changes to the Rules and provide a draft to all Board members prior to the April meeting.

Future issues to be considered;

- Move from a two year licensing cycle to a one year cycle.
- Have a law student help Executive Director investigate complaints.

NEXT MEETING DATE

April 13, 2016

Future Meetings: July 6, 2016 and October 12, 2016

MOTION made to move into Executive Session and close Business Session by K.Soileau

SECOND by B.Bennett

ACTION: by Voice Vote: Ayes = 7, Nays = 0 Motion passed unanimously

Chair requested a **MOTION** to adjourn meeting

MOTION made by N.Awan

SECOND by A.Kemper-Martin

ACTION: by Voice Vote: Ayes = 7, Nays = 0 Motion passed unanimously, meeting ended at 3:00pm

RESPECTFULLY SUBMITTED

Kenneth W. Jones
Executive Director