

# LOUISIANA STATE RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

## BUSINESS MEETING MINUTES

January 25, 2017

### CALL TO ORDER

Chairman Susan Hammonds-Guarisco called the meeting to order at 11:06am

### ROLL CALL

The following Board members were present:

Naveed Awan  
Brett Bennett  
Gregory Bradley  
James Frazier  
Susan Hammonds-Guarisco  
Robert Newsome, MD  
Thea Moran, MD

The following Board members were absent with prior excuse:

Abbie Kemper-Martin, MD  
Kirk Soileau

Also present:

Kenneth Jones, Executive Director  
Katherine Muslow, Counsel

**MOTION** to reorder agenda and move into Executive Session by R.Newsome

**SECOND** by B.Bennett

**ACTION** Voice vote: Ayes=7, Nays=0, Motion passed unanimously

**MOTION** to move back to business session by B.Bennett

**SECOND** by T.Moran

**ACTION** Voice vote: Ayes=7, Nays=0, Motion passed unanimously

### MINUTES

Minutes of October 19, 2016 had been previously circulated to the Board members by mail and were accepted as presented.

**MOTION** to approve minutes of October 19, 2016 by R.Newsome

**SECOND** by N.Awan

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

### FINANCIAL REPORT

Financial Review Committee Report

There are no issues with the monthly financial reports sent by the Executive Director.

Financial Report by Executive Director

Executive Director discussed the following reports.

- Fiscal Year Comparison: July 1, 2016 to December 31, 2016
- Fiscal Year Comparison to Budget: July 1, 2016 to December 31, 2016
- Calendar Year Comparison: January 1, 2016 to December 31, 2016
- Assets and Liabilities as of December 31, 2016

### CHAIRMAN'S REPORT

- License renewal process and website updates were discussed
- Ethics violations must be self-reported to the ARRT within 30 days. This includes knowledge of ethics violations known of other ARRT members.
- LSRT continuing education member printout must include specific category (A, A+).
- Board member attendance report distributed every January for informational purposes only.

## **LICENSURE**

Executive Director reported;

- 2016 Renewals, 93% percent of radiologic technologists have renewed as of December 31, 2016. This is in-line with previous renewal periods.
- License statistics as of January 1, 2017

## **BUSINESS ADMINISTRATION**

Board Operations

- Complaint Code statistics were discussed. Radiologic technologists working without a valid license and drug/alcohol issues are the top two reasons licensees are disciplined.

LSRT Midwinter Travel Request Approval

- Susan Hammonds-Guarisco requested reimbursement not to exceed \$280 to attend the LSRT Midwinter meeting March 18, 2017 in Alexandria, LA. First Vice Chairman approved the request.

## **OLD BUSINESS**

New Website Update

- The web site is near completion, web developer is working on enhancements and improvements, Executive Director is confident that the website will be operational for renewal before March 1.
- Board agreed to allow licensees to also pay by Money Order that must be physically brought to the Board office, license will then be updated within three business days. Board will not accept cash or personal checks.
- Executive Director will work with web developer to include this second payment method.

Revision to Rules Update

- There was no public comments submitted, no public hearing requested, no negative or unfavorable reports from Oversight Committees, Rule published in December Louisiana Register and effective on date of publication.
- Revised Rule is available on the Board's website.

Senate Resolution 65 Update "Taskforce on Meaning Oversight"

- Executive Director has attended these monthly meetings and updated the Board on Taskforce recommendations to the Legislature.

Open Board Positions

- Chairman reported that LSRT has submitted recommendations to the Governor for appointment for their vacant position, furthermore the radiological physicist position is also vacant.

## **NEW BUSINESS**

Investment Opportunities

- Board discussed and agreed not to change current investments.

Licensing Auditing Policy

- Board reviewed and approved policy and required a minimum ten percent of total license renewals be audited according to the policy and report audits to the Board. Executive Director will put policy on website.

Open Meeting Law

- Board Counsel reviewed the law and concluded that the open meeting law requires that a quorum of a public body be physically present at a meeting.

Board Counsel Contract

**MOTION** to renew and approve Counsel contract by N.Awan

**SECOND** by Bennett

**ACTION** Voice vote: Ayes=7, Nays=0, Motion passed unanimously

**NEXT MEETING DATE**

April 12, 2017

Future Meeting Dates:

July 12, 2017

October 11, 2017

**MOTION** made to move into Executive Session and close Business Session by B.Bennett

**SECOND** by J.Frazier

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

Chair requested a **MOTION** to adjourn meeting

**MOTION** made by B.Bennett

**SECOND** by J.Frazier

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

Meeting adjourned at 1:10pm

**RESPECTFULLY SUBMITTED**

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**Kenneth W. Jones**  
**Executive Director**