

LOUISIANA STATE RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

**Baton Rouge General Center for Health
4th Floor Conference Room
(Located behind the check in desk)
9001 Summa Avenue
Baton Rouge, LA 70809**

October 14, 2020 11am

BUSINESS MEETING MINUTES

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
Frederick Drouant
Susan Hammonds-Guarisco
Abbie Kemper-Martin, MD
Thea Moran, MD
Robert Newsome, MD
Kirk Soileau
Jessica Soileau-Canning

The following Board members were absent with prior excuse:

Desiree Bell
Gregory Bradley

Also present:

Kenneth Jones, Executive Director
Katherine Muslow, Counsel

MINUTES

Minutes of the July 8, 2020 meeting had been previously circulated to the Board members by mail and were accepted as presented.

MOTION to approve minutes of July 8, 2020 by B.Bennett

SECOND by J.Soileau-Canning

ACTION Voice Vote: Motion passed unanimously

FINANCIAL REPORT

Financial Review Committee Report

The committee consists of Brett Bennett, Susan Hammonds-Guarisco, and Gregory Bradley. There have been no problems, all expenses have appropriate documentation, easy to follow, appreciate Executive's Directors work.

Financial reports ending September 30, 2020 were distributed to all members by email prior to meeting.

Executive Director discussed the following financial reports.

- Fiscal Year Comparison: July 1, 2020 to September 30, 2020
- Fiscal Year Comparison to Budget: July 1, 2020 to September 30, 2020
- Assets and Liabilities as of September 30, 2020
- Annual Financial and Audit Report ending June 30, 2020 prepared by Hienz & Macaluso, LLC and sent to the Louisiana Legislative Auditor

CHAIRMAN'S REPORT

- The Board sends it best to Greg Bradley
- Chairman and Executive Director discuss Board matters on a weekly basis

LICENSURE

Executive Director reported;

- Audit Statistics
- 2020 Renewal Data
- License Statistics

BUSINESS ADMINISTRATION

Board Operations

- Updated Operations Manual and Succession Plan was distributed to appropriate Board Members
- Succession Plan and Operations Manual to be added to Cloud as backup
- Executive Director closed the following Complaint Codes that did not require Board action
 - 2019-12 Met all Consent Order requirements
 - 2019-14 Met all Court requirements of the 1st Judicial District
 - 2019-32 Met all Court requirements of the 24th Judicial District
 - 2020-02 Met all Court requirements of the 21st Judicial District
 - 2020-07 ARRT reprimand, met requirements of Louisiana licensure
 - 2020-08 License SUSPENDED, no response to multiple attempts for license audit
 - 2020-09 License SUSPENDED, no response to multiple attempts for license audit
 - 2020-10 Employer/employee issue

OLD BUSINESS

- Staff laptops were received and are being used
- There has been no update regarding Senate recommendations for Board member appointments

NEW BUSINESS

- Executive Director reviewed HB 53 from the 2020 Second Extraordinary Legislative Session
- Board wishes to review job descriptions of the Executive Director and proposed Assistant. Executive Director will electronically send to all Board members prior to the next Board meeting for discussion in January, 2021.

NEXT MEETING DATE

- Wednesday, 11am, January 13, 2021

FUTURE MEETING DATES

Wednesday, 11am, April 21, 2021
Wednesday, 11am, July 14, 2021
Wednesday, 11am, October 13, 2021

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

SECOND by R.Newsome

ACTION Voice Vote: Motion passed unanimously

RETURN TO BUSINESS SESSION

MOTION made for Board Counsel to make written recommendations on how to treat alcohol and drug impairment issues. Written recommendations are to be sent to the Executive Director and distributed to all Board Members prior to the next Board Meeting by J.Soileau-Canning

SECOND by B.Bennett

ACTION Voice Vote: Motion passed unanimously

Chair requested a **MOTION** to adjourn meeting

MOTION made by A.Kemper-Martin

SECOND by T.Moran

ACTION Voice Vote: Motion passed unanimously

Meeting adjourned at 1:35pm

RESPECTFULLY SUBMITTED

Kenneth W. Jones, Executive Director