

LOUISIANA STATE RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS
BUSINESS MEETING MINUTES
January 16, 2013

CALL TO ORDER

Chairman Susan Hammonds-Guarisco called the meeting to order at 11:30am

The Chairman introduced and welcomed the new Board Member, Mr. Brett Bennett

ROLL CALL

The following Board members were present:

Brett Bennett
Edward Bluth, MD
Gregory Bradley
Luke Bujenovic, MD
Elizabeth Frizzell
Susan Hammonds-Guarisco
Abbie Kemper-Martin, MD
Dawn Matte
Larry Walker

The following Board members were absent with prior excuse:

Jack LaTour, Jr

Also present were:

Kenneth Jones, Executive Director
Katherine Muslow, Counsel

MINUTES

Minutes of July 25, 2012 had been previously circulated to the Board members by mail and were accepted as presented.

MOTION to approve minutes of July 25, 2012 by E.Bluth

SECOND by L.Bujenovic

ACTION: by Voice Vote: Ayes = 8, Nays = 0 Motion passed unanimously

Minutes of October 17, 2012 had been previously circulated to the Board members by mail and were accepted as presented.

MOTION to approve minutes of October 17, 2012 by A.Kemper-Martin

SECOND by G.Bradley

ACTION: by Voice Vote: Ayes = 8, Nays = 0 Motion passed unanimously

FINANCIAL REPORT

Financial Review Committee Report

Chairman reported that the committee has had no problems with the monthly reports. The Financial Review Committee is the Chairman, E.Bluth and E.Frizzell.

Financial Report by Executive Director

Executive Director discussed the following reports:

- Fiscal Year Comparison: July 1 to December 31, 2011/2012
- Fiscal year comparison to budget
- Calendar Year Comparison: January 1 to December 31, 2011/2012
- Second Qtr Comparison: October 1 to December 31, 2011/2012
- Assets and liabilities
- Board per diem payment FY2012

Proposed Budget for Fiscal Year July 1, 2013 to June 30, 2014

Proposed budget had previously circulated to Board members by email. Executive Director reviewed the proposed budget.

MOTION to approve the 2013-2014 Budget by E.Bluth

SECOND by A.Kemper-Martin

ACTION: by Voice Vote: Ayes = 8, Nays = 0 Motion passed unanimously

CHAIRMAN'S REPORT

Past attendance was discussed. Chairman expressed appreciation for the time and energy it takes to be on this Board and welcomes on-going discussion.

LICENSURE

Executive Director reported on;

- Current licensing statistics; as of 1/1/2013, 11613 LA licenses have been issued in 7 countries and 47 states.
- 2012 renewal statistics; 2515 out of 2680 licenses were renewed by December 31. All were audited, 21 out of 2515 not in good standing with ARRT or NMTCB, measures were taken in all instances. Almost all renewed their original certification after notification by the LSRTBE.
- 2013-2015 renewal application information; 3604 licenses will be renewed for this cycle. Board all agreed renewal packet looked good and very informative.

BUSINESS ADMINISTRATION

Internal Affairs Committee Report

No activity reported

Continuing Education Committee Report

The LSRT Mid-Winter meeting will be held March 22- 23, 2013 in Lake Charles, LA.

Web Site Review Report

The website is updated to include Brett Bennett's name, and currently working on 2013-2015 information that will be placed on the website March 1.

Board Operations

Chairman reported:

- New performance evaluation forms and timelines for all staff. Performance evaluations are no longer done on anniversary dates, now done annually in July and August to correspond with the fiscal calendar.
- Staff vacation and sick leave report.

Executive Director reported:

- 2013-2015 proposed renewal expenses of \$1646, which is a significant reduction from previous years since the renewal application is now available on-line.
- Did not use the \$1200 that was approved during the October meeting to upgrade and network the third computer. On a temporary basis the third computer will only scan and save renewal applications and is backed up by Carbonite for \$59.

OLD BUSINESS

Licensing fees

Executive Director reported on licensing fees for nursing and laboratory personnel, and radiologic technologists salary trends provided by the Louisiana Workforce Commission.

MOTION made to move into Executive Session and close Business Session by E.Frizzell

SECOND by L.Bujenovic

ACTION: by Voice Vote: Ayes = 8, Nays = 0 Motion passed unanimously

MOTION made to open Executive Session by E.Bluth

SECOND by A.Kemper-Martin

ACTION: by Voice Vote: Ayes = 8, Nays = 0 Motion passed unanimously

MOTION made to move into Business Session and close Executive Session by L.Bujenovic
SECOND by A.Kemper-Martin
ACTION: by Voice Vote: Ayes = 8, Nays = 0 Motion passed unanimously

MOTION made to open Business Session by E.Bluth
SECOND by A.Kemper-Martin
ACTION: by Voice Vote: Ayes = 8, Nays = 0 Motion passed unanimously

MOTION made to remove all fees listed in Law and revise the law to read “all fees set forth in Rules.” Renewal fee will be \$100 every two years with a maximum cap of \$250 by A.Kemper-Martin
SECOND by L.Bujenovic
ACTION: by Voice Vote: Ayes = 8, Nays = 0 Motion passed unanimously

Board Counsel will work with the Executive Director to revise the Law and Rules related to the approved Motion and follow-up at the next Board meeting, April 17, 2013.

Fluoroscopy Board Position Statement

Board position statement developed at the October 17, 2012 meeting was reviewed and discussed.

“Licensed Radiologic Technologists in Radiography are permitted to assist and perform fluoroscopic procedures under the supervisory level of a Licensed Physician. The required level of supervision is defined by the Centers for Medicare and Medicaid Services (CMS) and applies to all fluoroscopic procedures performed in Louisiana.”

MOTION made to approve the fluoroscopy position statement by E.Bluth
SECOND by B.Bennett
ACTION: by Voice Vote: Ayes = 8, Nays = 0 Motion passed unanimously

Board Appointments and Reappointments

The Governor appointed the following new Board Member

- Brett Bennett

The Governor recently re-appointed the following Board Members

- Abbie Kemper-Martin, MD
- Susan Hammonds-Guarisco
- Elizabeth Frizzell
- Gregory Bradley

Installation of Officers,

Edward Bluth, MD was installed as 2nd Vice Chairman

NEW BUSINESS

Board Counsel contract was discussed

MOTION made to renew Board Counsel contract by G.Bradley
SECOND by A.Kemper-Martin
ACTION: by Voice Vote: Ayes = 8, Nays = 0 Motion passed unanimously

Executive Director will send contract to Board Counsel for signature, followed by final approval signatures from the Attorney General and Risk Management offices.

Chair reminded those attending the LSRT Mid-Winter meeting in Lake Charles to complete a travel request form and submit to the Executive Director. Completed forms will be sent to Edward Bluth, MD for approval.

NEXT MEETING DATE

April 17, 2013 at 11:00am

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

SECOND by E.Frizzell

ACTION: by Voice Vote: Ayes = 8, Nays = 0 Motion passed unanimously

MOTION made to open Executive Session by E.Bluth

SECOND by L.Bujenovic

ACTION: by Voice Vote: Ayes = 8, Nays = 0 Motion passed unanimously

ADJOURN

Chair requested a **MOTION** to adjourn meeting

MOTION made by L. Bujenovic

SECOND by L.Walker

ACTION: by Voice Vote: Ayes = 8, Nay = 0 Motion passed unanimously, meeting ended at 3:10pm

RESPECTFULLY SUBMITTED

Kenneth W. Jones, MEd,RT(R)
Executive Director