

**LOUISIANA STATE RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS  
BUSINESS MEETING**

**Louisiana Hospital Association  
9521 Brookline Avenue  
Baton Rouge, LA 70809**

**January 11, 2024**

**BUSINESS MEETING MINUTES –**

**CALL TO ORDER**

Chairman Susan Hammonds-Guarisco called the meeting to order at 11:15 a.m.

**ROLL CALL**

The following Board members were present:

Naveed Awan  
Desiree Bell  
Brett Bennett  
Brent Boudreaux, M.D.  
Gregory Bradley  
Frederick Drouant  
Susan Hammonds-Guarisco  
Abbie Kemper-Martin, M.D.  
Kirk Soileau  
Jessica Soileau-Canning

The following board members were absent with excuse:

Robert Newsome, M.D.

Also absent with excuse:

Katherine Muslow, Counsel

Other individuals in attendance:

Greg Waddill, LHA Counsel  
Shannon Youngblood, NMCT

**MOTION** made to reorder agenda: F. Drouant

**SECOND** by: J. Soileau-Canning

**ACTION** Voice Vote: Motion passed unanimously.

**OLD BUSINESS**

**A. FUSION LICENSE**

Shannon Youngblood addressed the board with a request to allow NMTCB technologists to perform routine CT exams. It was determined that a law change would need to occur to allow this practice.

**MOTION** made to table discussion so that additional information could be received on Radiation Therapy requirements and what other states allow: J. Soileau-Canning.

**SECONDED** by N. Awan

**ACTION** Voice Vote: Motion passed unanimously.

Executive Director to also report at the April meeting on the percentage of Nuclear Medicine technologists who are certified by ARRT versus NMTCB.

**MOTION** made to resume regular agenda: B. Bennett

**SECOND** by: K. Soileau

**ACTION** Voice Vote: Motion passed unanimously.

## **MINUTES**

Minutes of the October 11, 2023 meeting had been previously circulated to the Board Members by mail and were accepted as presented.

**MOTION** to approve minutes of October 11, 2023 by F. Drouant

**SECOND** by J. Soileau

**ACTION** Voice Vote: Motion passed unanimously.

## **FINANCIAL REPORT**

Monthly financial reports were not provided to the Financial Committee for review for the period of July 2023 – December 2024 as they were not available but will be provided as soon as they are completed.

Financial reports will also be distributed to board members prior to the April meeting. The CPA will continue to be utilized for a short period of time as a consultant to assist with office financials. A committee was formed to review and update the policies to meet requirements. The committee consists of Naveed Awan, Fred Drouant, and the Executive Director Russ Griffin.

Discussion was held on the proposed budget for the fiscal year 2025-26. Consultation to be held with the CPA and distributed to board members prior to the April meeting, with review and approval to follow at the April meeting.

## **CHAIRPERSON'S REPORT**

The Chairman provided a verbal report. She has continued to handle the complaint codes with legal counsel. Preparation is underway for renewal season which begins March 1, 2024. Communication is ongoing with Dr. Newsome in preparation for his transition to Chairman.

## **LICENSURE STATISTICS**

Statistics were reviewed and will be updated with an emailed copy sent to board members prior to the April meeting.

## **BUSINESS ADMINISTRATION**

### **A. BOARD OPERATIONS**

#### **1. Compliance Officer Position**

An offer was made to an individual who later declined the position. Interviews will continue to be held to fill the position.

#### **2. Office Updates**

- a. Turn Key Computer Services – the contract was signed and office updates are in the process of being put in place.
- b. Legal counsel has reviewed and provided the sick leave policy.
- c. State Reports – required state reports are in the process of being completed.

### **B. CLOSED INVESTIGATIONS REQUIRING BOARD APPROVAL**

3 investigations have been closed that do not require board approval. 23 investigations remain open.

## **OLD BUSINESS**

### **B. EMERGENCY MEETING POLICY**

Tabled to April meeting since K. Muslow not in attendance to provide report.

### **C. ACKNOWLEDGE AND APPROVAL OF REVISED CONSENT MONITORING POLICY**

Tabled to April meeting since K. Muslow not in attendance to provide report.

### **D. BOARD CERTIFIED ADDICTIVE MEDICINE PHYSICIAN LIST**

Updated and included in packet

**E. AD HOC COMMITTEES:**

**1. PRIVATE RADIOLOGIC TECHNOLOGISTS – G BRADLEY, R. NEWSOME, B. BENNETT**

G. Bradley reported that there has not been a follow-up meeting with the LSBME. Discussion followed on the plan of action. Decision was made to draft a letter to the DEQ on the regulations and laws for the safety of patients, with recommendation to copy the LSBME on the letter. The Executive Director to work with J. Soileau-Canning on the draft of the letter.

**2. IT/COMMUNICATIONS – K. SOILEAU, B. BENNETT**

The IT contract has been signed and IT process has started.

**3. CONTRACTS – J. SOILEAU-CANNING, B. BOUDREAUX**

No update.

**4. RENEWAL PROCESS – D. BELL, G. BRADLEY**

Suggestions were provided to the Executive Director.

**NEW BUSINESS**

**A. REMOTE CT SCANNING**

An email from C. George was sent to the LSRTBE office regarding the board position on remote CT scanning. The current position statement that is posted on the LSRTBE website to be provided to C. George.

**B. BOARD COUNSEL CONTRACT AND RESOLUTION**

Deferred to the Executive session.

**C. ANNUAL REQUIRED TRAINING**

Board members were reminded of the annual required training to include Ethics Course, Defensive Driving, and Sexual Harassment. Certificates of completion are to be sent to the Executive Director.

**D. RT ASSISTANTS**

A letter was received from H. Koepf requesting the LSRTBE position on RT assistants. The Executive Director is to respond to H.Koepf with a copy of the current LSRTBE position statement that is on the LSRTBE website.

**MOTION** made to move into Executive Session: J. Soileau-Canning

**SECOND** by: F. Drouant

**ACTION** Voice Vote: Motion passed unanimously.

**NEXT MEETING DATE**

Thursday, April 11, 2024, 11 am

Louisiana Hospital Associate office, 9521 Brookline Avenue, Baton Rouge, LA 70809

**FUTURE MEETING DATES**

Thursday, July 11, 2024

Thursday, October 10, 2024

Louisiana Hospital Associate office, 9521 Brookline Avenue, Baton Rouge, LA 70809

**ADJOURN**

Chairman requested a motion to adjourn meeting.

**MOTION** made to adjourn by: G. Bradley

**SECOND** by: B. Bennett  
**ACTION** Voice Vote: Motion passed unanimously.

**Meeting adjourned at 14:45**

**RESPECTFULLY SUBMITTED**

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**Russ Griffin, MBA, RT(R)(M)(CT)**  
**Executive Director**

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