

# LOUISIANA STATE RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

## BUSINESS MEETING MINUTES

January 8, 2020

### CALL TO ORDER

Chairman Susan Hammonds-Guarisco called the meeting to order at 11:10am

### 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:

Desiree Bell

Also present:

Kenneth Jones, Executive Director  
Katherine Muslow, Counsel

### MINUTES

Minutes of the October 9, 2019 meeting had been previously circulated to the Board members by mail and were accepted as presented.

**MOTION** to approve minutes of October 9, 2019 by B.Bennett

**SECOND** by N.Awan

**ACTION** Voice Vote: Motion passed unanimously

### FINANCIAL REPORT

Financial Report by Executive Director

Financial reports were distributed to all members by email prior to meeting

Executive Director discussed the following financial reports.

- Fiscal Year Comparison: July 1, 2019 to December 31, 2019
- Fiscal Year Comparison to Budget: July 1, 2019 to December 31, 2019
- Assets and Liabilities as of December 31, 2019

CPA scheduled next week to close accounting calendar year 2019.

Board cannot use Board money for scholarships or contribute to speaker costs for conferences.

Board requested Executive Director to research the following and report back in April:

- CD rates.
- Moving the Board office through new construction, purchasing, or renting.

### CHAIRMAN'S REPORT

Board staff are doing an excellent job.

Communicate with Executive Director at least twice per week.

Board member attendance was discussed.

### LICENSURE

Executive Director reported;

- Audit Statistics
- 2019 Renewal Data
- License Statistics

## **BUSINESS ADMINISTRATION**

### Board Operations

- Website and database enhancements are completed.
- Website is being updated for the 2020 renewal of licenses.
- Year-end Complaint Code statistics were discussed.
- There were no requests for Board reimbursement to attend the LSRT Mid-Winter Conference.

## **OLD BUSINESS**

### Investigation Committee

Executive Director can ask for assistance from another Board Member that could have knowledgeable input in the investigation process but must recuse self if there is vote or an Administrative Hearing.

### Consent Orders/ Disciplinary Actions

Board Counsel will develop a flow chart of the process.

## **NEW BUSINESS**

### Annual Required Training

Annual Ethics Training and Defensive Driving Courses are required of all Board Members and Staff by January 30. The certificate of completion is to go to the Executive Director.

The Board discussed the proposed gonadal and fetal shielding changes by the American Association of Physicists in Medicine. The Board will monitor the future decision of the ASRT.

Board Counsel contract and past performance was discussed,

**MOTION** made to renewal and approve Katherine Muslow as Board Counsel by B.Bennett

**SECOND** by G.Bradley

**ACTION** Voice Vote: Motion passed unanimously

All parts of Board Counsel's contract will be adhered too.

Ethics question changed to:

The last ethics question will read, *Have you ever VOLUNTARILY surrendered your license?*

Executive Director will contact the LHA to revise the remaining 2020 meeting dates and will email those changes to all Board members.

## **NEXT MEETING DATE**

Wednesday, April 8, 2020

## **FUTURE MEETING DATES**

Wednesday, July 8, 2020

Wednesday, October 14, 2020

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

**SECOND** by A.Kemper-Martin

**ACTION** Voice Vote: Motion passed unanimously

**RETURN TO BUSINESS SESSION**

**MOTION** made to approve the following Consent Orders from Executive Session:

2019-08, 2019-09, 2019-25, 2019-31, 2019-37, 2019-39, 2019-42, 2019-43, 2019-44, 2019-04, 2019-12,  
2019-34 by R.Newsone

**SECOND** by B.Bennett

**ACTION** Voice Vote: Motion passed unanimously

Chair requested a **MOTION** to adjourn meeting

**MOTION** made by B.Bennett

**SECOND** by N.Awan

**ACTION** Voice Vote: Motion passed unanimously

Meeting adjourned at 1:20pm

**RESPECTFULLY SUBMITTED**

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**Kenneth W. Jones, Executive Director**