

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 13, 2021

BUSINESS MEETING MINUTES

CALL TO ORDER

Chairman Susan Hammonds-Guarisco called the meeting to order at 11:08am

The Board wishes to express condolences to Mr. Gregory Bradley for the passing of his mother.

ROLL CALL

The following Board members were present:

Naveed Awan
Desiree Bell
Brett Bennett
Frederick Drouant
Susan Hammonds-Guarisco
Abbie Kemper-Martin, MD
Robert Newsome, MD
Kirk Soileau
Jessica Soileau-Canning

The following Board members were absent with prior excuse:

Gregory Bradley
Thea Moran, MD

Also present:

Kenneth Jones, Executive Director

Absent but available by telephone

Katherine Muslow, Counsel

MINUTES

Minutes of the July 14, 2021 meeting had been previously circulated to the Board members by mail and were accepted as presented.

MOTION to approve minutes of July 14, 2021 by R. Newsome

SECOND by A. Kemper-Martin

ACTION Voice Vote: Motion passed unanimously

FINANCIAL REPORT

Financial Review Committee Report

The committee consists of Brett Bennett, Susan Hammonds-Guarisco, and Gregory Bradley.

Monthly financial reports are very clear, concise, and easy to follow.

Financial reports ending September 30, 2021 were distributed to all members by email prior to meeting.

Executive Director discussed the following financial reports.

- Fiscal Year Comparison: July 1, 2021 to September 30, 2021
- Fiscal Year Comparison to Budget: July 1, 2021 to September 30, 2021
- Assets and Liabilities as of September 30, 2021

CHAIRMAN'S REPORT

- Chairman thanked all in attendance.
- Chairman and Executive Director communicate weekly.
- Chairman and Executive Director attended the annual meeting sponsored by the Louisiana Society of Radiologic Technologists that was held July 23, 24, 2021 in New Orleans.
- Board office has purchased a new conference room table and chairs.

LICENSURE

Executive Director reported;

- Audit Statistics
- 2021 Renewal Data
- License Statistics

Executive Director will research "CE Broker" as a way to conduct licensee continuing education audits for the Board.

BUSINESS ADMINISTRATION

Board Operations

- Annual Financial Report (audit) ending 6/30/2021 was completed in September and sent to the Louisiana Legislative Auditor. There were no findings in this report.
- Staffing
Chairman distributed an office staffing packet to all Board members. Full discussion will occur in Executive Session.

Executive Director submitted his retirement notice on September 14, 2021. Last day is April 29, 2022.
Administrative Coordinator submitted her retirement on September 20, 2021. Last day is January 3, 2022.

- Executive Director closed the following Complaint Codes that did not require Board action
2021-05 Reckless Operation of Vehicle, Dismissed by Court
2021-14 License Suspended, failed to meet CE requirements to renew license
Alejandro Ambriz-Zamarripa, Fellsmere, FL
2021-15 License Suspended, failed to meet CE requirements to renew license
Laura Carlton, Jonesville, LA
2021-16 Inappropriate touching of a patient. Closed by employer, ARRT, and LDH.

OLD BUSINESS

- Letter to Louisiana healthcare CEOs and LHA was revised by Chairman and Executive Director and sent. There were no responses.
- Letter to the President of the Louisiana Society of Radiologic Technologists was sent. There was no response.
- Board Counsel researched the Medical Radiation Health and Safety Act, R.S.37:3200-3221 and related Louisiana Administrative Code. Board Counsel concluded that Mr. Kevin Jordan must renew his license. Executive Director followed-up with a letter to Mr. Jordan.

NEW BUSINESS

There was no new business.

NEXT MEETING DATE

- Wednesday, January 12, 2022

FUTURE MEETING DATES

Wednesday, April 13, 2022 (Confirmed)
Wednesday, July 13, 2022 (Confirmed)
Wednesday, October 12, 2022 (Tentative)

MOTION made to close Business Session and move into Executive Session by F.Drouant
SECOND by B.Bennett
ACTION Voice Vote: Motion passed unanimously

RETURN TO BUSINESS SESSION

MOTION made by B. Bennett to immediately begin process of recruiting for the positions of Administrative Coordinator 3 and Executive Director, with further intent to fill Assistant Director position.
SECOND by R.Newsome
ACTION Voice Vote: Motion passed unanimously

ADJOURN

Chair requested a **MOTION** to adjourn meeting
MOTION made by R.Newsome
SECOND by D.Bell
ACTION Voice Vote: Motion passed unanimously

Meeting adjourned at 12:56pm

RESPECTFULLY SUBMITTED

Kenneth W. Jones, Executive Director