

# LOUISIANA STATE RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

## BUSINESS MEETING MINUTES

April 13, 2016

### CALL TO ORDER

Chairman Susan Hammonds-Guarisco called the meeting to order at 11:05am

### ROLL CALL

The following Board members were present:

Brett Bennett  
Gregory Bradley  
Susan Hammonds-Guarisco  
Thea Moran, MD  
Kirk Soileau

The following Board members were absent with prior excuse;

Naveed Awan  
James Frazier  
Elizabeth Frizzell  
Abbie Kemper-Martin, MD  
Robert Newsome, MD

Also present:

Kenneth Jones, Executive Director

Also absent but available by telephone

Katherine Muslow, Counsel

**A quorum was not present, all voting matters will be deferred to the July meeting.**

### MINUTES

Minutes of January 13, 2016 had been previously circulated to the Board members by mail. Vote tabled until next meeting.

### FINANCIAL REPORT

Financial Review Committee Report

Financial review report is timely and thorough. There are no issues.

Financial Report by Executive Director

Executive Director discussed the following reports.

- Fiscal Year Comparison: July 1, 2015 to March 31, 2016
- Fiscal Year Comparison to Budget: July 1, 2015 to March 31, 2016
- Calendar Year Comparison: January 1, 2015 to March 31, 2016
- Assets and Liabilities as of March 31, 2016

Expense changes to LASERs and telecommunication was discussed.

### CHAIRMAN'S REPORT

Time was spent with the Executive Director going through the new website. The Executive Director will address issues that were found with the web developer.

Chairman is working with the ASRT as there are changes with continuing education.

Office space reduction will be delayed until 2018 since on-line renewals were not implemented this year.

Counsel expenses need to be submitted to Executive Director quarterly.

### LICENSURE

Executive Director reported on;

- 2016 Renewals
- License statistics as of April 1, 2016

## **BUSINESS ADMINISTRATION**

### **Board Operations**

There is an open physicist position on the Board. Chairman reminded Board members and Executive Director that they cannot get involved in the process.

## **OLD BUSINESS**

### **Web Development Update**

Executive Director is working with web developer to make some final functionality changes. Goal is to have web site finalized and demonstrated to Board members during the July meeting.

### **Licensee Addiction Monitoring/PHP Monitoring Policy**

Board Counsel will work with Executive Director to develop policy and distributed to all Board members prior to the July meeting.

## **NEW BUSINESS**

Executive Director and Counsel made changes to the Administrative Rules regarding probation and expired status. Additional changes for continuing education were also discussed. Executive Director will email the Administrative Rules to all Board members for review and to make revisions. Revisions need to be sent to the Executive Director by April 20, 2016 to produce a compiled draft for final review. LSRT will be asked for input.

Executive Director will email the travel reimbursement form to Board members who will be attending the LSRT Annual Meeting in Baton Rouge July 6-9, 2016. First Vice-Chairman will approve before going to the full Board for approval.

New Joint Commission Standards for CT personnel were discussed.

Complaint Codes from 2011 to present were put into categories and reviewed.

## **NEXT MEETING DATE**

July 6, 2016

Future Meetings: October 12, 2016

## **RESPECTFULLY SUBMITTED**

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**Kenneth W. Jones**  
**Executive Director**