

# LOUISIANA STATE RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

## BUSINESS MEETING MINUTES

July 16, 2014

### CALL TO ORDER

Chairman Susan Hammonds-Guarisco;

- Called the meeting to order at 11:02am
- Welcomed and introduced Mr. James Frazier to the Board

### ROLL CALL

The following Board members were present:

Naveed Awan  
Brett Bennett  
Gregory Bradley  
James Frazier  
Elizabeth Frizzell  
Susan Hammonds-Guarisco  
Abbie Kemper-Martin, MD  
Thea Moran, MD  
Hugh Robertson, MD  
Kirk Soileau

The following Board member as previously noted has resigned;  
Luke Bujenovic, MD

Also present were:

Kenneth Jones, Executive Director  
Katherine Muslow, Counsel

Chairman congratulated the Executive Director for the 2014 Technologist of the Year Award presented during the Annual LSRT Conference in New Orleans.

### MINUTES

Minutes of April 16, 2014 had been previously circulated to the Board members by mail and were accepted as presented.

**MOTION** to approve minutes of April 16, 2014 by K.Soileau

**SECOND** by B.Bennett

**ACTION:** by Voice Vote: Ayes = 9, Nays = 0 Motion passed unanimously

### FINANCIAL REPORT

Financial Review Committee Report

Chairman mentioned the members and the purpose of this committee. There are no issues, the monthly report from the Executive Director is very organized and easy to go through.

Financial Report by Executive Director

Executive Director discussed the following reports:

- Fiscal Year Comparison: July 1, 2013 to June 30, 2014.
- Fiscal Year Comparison to Budget; July 1, 2013 to June 30, 2014.
- Calendar Year Comparison: January 1 to June 30, 2014.
- Assets and Liabilities as of June 30, 2014.

### CHAIRMAN'S REPORT

Chairman reported that it has been a very busy quarter monitoring HB 610 through the Legislative process. Chairman sincerely thanked all Program Directors, Instructors, and students that came to the Capitol to support HB 610.

## **NOMINATION, ELECTION & INSTALLATION OF OFFICERS**

Board voted to retain the following officers and their position;

- Chairman; Susan Hammonds-Guarisco
- First Vice Chairman; Abbie Kemper-Martin, MD
- Secretary Treasurer; Elizabeth Frizzell

Board voted to fill the following vacant position;

- Second Vice Chairman; Gregory Bradley

Board Counsel installed the 2014-2015 officers.

## **LICENSURE**

Executive Director reported on;

- Current licensing statistics as of July 1, 2014.
- 2014 License Renewals

Board requested Executive Director to report the demographics of expired licenses in January.

Executive Director explained the 2015 renewal process to the new Board members.

Prior to the 2015 renewal cycle it was suggested that the Executive Director send a letter to remind all LHA members that have licensed technologists to renew licenses as soon as possible to avoid reimbursement issues.

B.Bennett surveyed and reported on the number of currently enrolled and graduate radiography students in Louisiana schools. Two programs did not respond to the survey.

## **BUSINESS ADMINISTRATION**

Continuing Education Report

- The annual LSRT meeting was held in New Orleans last week and was well attended.
- The Executive Director gave a presentation at the business meeting regarding the renewal process, common problems with renewal applications, fee increases, and licensing statistics.
- Chairman asked for comments from Board members. All agreed the meeting was valuable and informative.

Board Operations

Executive Director reported:

- Temporary work permits are now on the computer.
- Increase in expenses for the new fiscal year;
  - Office of Group Benefits/Health and Life
  - Lasers/Retirement
  - Capital One Bank Fees
- Texas is considering the elimination of licensure for radiologic technologists. Executive Director will continue to monitor and report to the Board.

Executive Director shared two communications from private physician's offices regarding proper usage of imaging equipment.

Executive Director with Board approval will conduct the next Board meeting using PowerPoint. Executive Director will electronically forward the Board packet to all members prior to the meeting for review. A hardcopy Board packet will be made available if requested by a Board member.

Staff Vacation/Sick Leave Report

M.Scott and K.Jones accrued and used vacation and sick time was reviewed.

## **OLD BUSINESS**

House Bill 610

Executive Director thanked all those that have been involved in the progress of HB 610. HB 610 was signed by the Governor on May 28, 2014, and effective August 1, 2014.

Rules, Title 46, Part LXVI

Discussion was held on prior revisions. New recommendations will be circulated for final renew prior to printing in the Louisiana Register.

NMTCB CT Certification

Board wished to see the final results of the first certification exam being held in November, have further discussion, and keep on future agendas.

Private Radiologic Technologists

Board discussed certification and requested to keep on future agendas.

Radiologist Assistants

Executive Director researched the ARRT fluoroscopy certification exam. Radiologist Assistants are qualified to perform fluoroscopy under the supervision of a licensed practitioner as they are already certified and licensed in the state. Board requested this item remain on future agendas.

**NEW BUSINESS**

Revised July 1, 2014 to June 30, 2015 budget with licensing fee was reviewed.

**MOTION** to approve revised 2014-2015 budget by K.Soileau

**SECOND** by B.Bennett

**ACTION:** by Voice Vote: Ayes = 9, Nays = 0 Motion passed unanimously

July 1, 2015 to June 30, 2016 proposed budget was reviewed.

**MOTION** to approve 2015-2016 budget by K.Soileau

**SECOND** by B.Bennett

**ACTION:** by Voice Vote: Ayes = 9, Nays = 0 Motion passed unanimously

State Education Program Updates

Executive Director updated the Board;

- Lafayette General Medical Center will close its radiography program in September, 2015
- Career Technical College radiography program is on probation, next site visit scheduled July 2015

2015 Meeting Dates

Wednesday, January 21, 2015

Wednesday, April 15, 2015

Wednesday, July 15, 2015

Wednesday, October 21, 2015

**NEXT MEETING DATE**

October 15, 2014

**MOTION** made to move into Executive Session and close Business Session by G.Bradley

**SECOND** by B.Bennett

**ACTION:** by Voice Vote: Ayes = 9, Nays = 0 Motion passed unanimously

**ADJOURN**

Chair requested a **MOTION** to adjourn meeting

**MOTION** made by B.Bennett

**SECOND** by N.Awan

**ACTION:** by Voice Vote: Ayes = 8, Nay = 0 Motion passed unanimously, meeting ended at 3:20pm

**RESPECTFULLY SUBMITTED**

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