

**LOUISIANA STATE RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS
BUSINESS MEETING MINUTES
OF JULY 20, 2011**

Chairman Hammonds-Guarisco called the Meeting to order at 1:35 P.M.

The following Board Members were present:

Greg Bradley, M.Ed., R.T. (R)
Elizabeth Frizzell, R.T.
Susan Hammonds-Guarisco, B.S., R.T.
Abbie Kemper-Martin, M.D.
Jack LaTour, Jr., LHA
Dawn Matte, LHA
Larry Walker, LHA
Connie Young, M.Ed., R.T. (R)

The following Board Member/Members were absent with prior excuse:

Edward Bluth, M.D.
Luke Bujenovic, M.D.
Curtis Sutton, M.D.

Also present were:

Kathy Muslow, Board Counsel

MINUTES: The minutes of April 20, 2011 were previously circulated to the Board Members by mail and were accepted as presented by Secretary-Treasurer Frizzell. **MOTION** to approve minutes of April 20, 2011 by Matte. **SECOND** by Walker, **ACTION:** by Voice Vote: Ayes = 8. Nays = 0. Motion passed unanimously.

REPORT OF SECRETARY-TREASURER: Financial statements dated June 30, 2011 were presented to the Board Members. **MOTION** by Bradley to accept the financial statements for the period dated June 30, 2011 as presented. **SECOND** by LaTour. **ACTION:** by Voice Vote: Ayes = 8. Nays = 0. Motion passed unanimously.

FINANCIAL REVIEW COMMITTEE REPORT: The Chairman reported that questions regarding the financial records were addressed and approved by the FRC. Dr. Bluth had questioned how expenses were reimbursed for technologist board members for attendance at Radiology meetings. After further discussion, it was decided that board members desiring to attend any non-board meeting but related to Radiology were to submit the request at a board meeting prior to the event. The Chairman will work with the new Executive Director on a form that will be used for this purpose. **MOTION** to approve Hammonds-Guarisco, Frizzell, Bradley, Matte and Young to attend the state Radiology meeting in New Orleans on August 4-5, 2011 by Walker. **Second** by Kemper-Martin. **ACTION:** by Voice Vote: Ayes = 8. Nays = 0. Motion passed unanimously.

2011-12 BUDGET: The 2011-12 budget request should be received from the state office in October 2011, with submission to the state by December 31, 2011. The draft of the budget will be compiled with the new Executive Director and distributed to the board members prior to the October board meeting.

MINUTES OF JULY 20, 2011, PAGE 2

COMPILATION / AUDIT REPORT: Chairman Hammonds-Guarisco reported that she is in contact with Robert Heinz regarding the upcoming compilation.

CHAIRMAN'S REPORT:

1. The new Executive Director, will begin employment on August 1, 2011.
2. The current annual and sick leave staff records were reported.
3. The operational manual has been revised by Chairman Hammonds-Guarisco and Matte, and will continue to be updated pending new procedures. The new plan to be distributed to Chairman Hammonds-Guarisco and Secretary Treasurer Frizzell when completed.
4. Office operational issues discussed.
5. Retention of records and old equipment– Further direction to be obtained from Muslow.

2011-12 NOMINATION, ELECTION, AND INSTALLATION OF OFFICERS: MOTION by Bradley to accept current officers by acclamation. **SECOND** by Walker. **ACTION:** by Voice Vote: Ayes = 8. Nays = 0. Motion passed unanimously. Officers sworn in by Muslow.

LICENSURE: RENEWAL PROGRESS REPORT: Chairman Hammonds-Guarisco provided the April through June 2011 renewal update.

LICENSE STATISTIC REPORT: Current licensing statistics were not available at this time due to software issues.

LAW REVISION – FUSION TECHNOLOGIST: All paperwork has been completed for publication in the Louisiana Register. Changes to the Fusion Technologist application will be made by the Executive Director.

BUSINESS ADMINISTRATION:

INTERNAL AFFAIRS COMMITTEE REPORT: No activity reported.

CONTINUING EDUCATION COMMITTEE REPORT: Chairman Hammonds-Guarisco reported that the CE program for the upcoming education meeting of the LA Society of Radiologic Technologists has been submitted to the ASRT for approval.

WEB-SITE REPORT: The total visits to the website for May and June 2011 were reported.

ELECTRONIC DATA STORAGE REPORT: The 2011 renewals are to be electronically scanned.

EXECUTIVE SESSION: MOTION to open Executive Session at 2:40 pm by Bradley. **SECOND** by Kemper-Martin. **ACTION:** by Voice Vote: Ayes = 8. Nays = 0. Motion passed unanimously.

MINUTES OF JULY 20, 2011, PAGE 3

MOTION to close Executive Session at 3:00 pm by Bradley. **SECOND** by Kemper-Martin. **ACTION**: by Voice Vote: Ayes = 8. Nays = 0. Motion passed unanimously.

OLD BUSINESS:

RA LEGISLATION: Discussion tabled until October 2011 meeting when Bradley will provide further information. Chairman Hammonds-Guarisco reported that no further communication has been received from the BME regarding PA legislation.

NEW BUSINESS: none

NEXT MEETING DATE: Next meeting is October 19, 2011.

MOTION TO ADJOURN: by Kemper-Martin. **SECOND** by Bradley. **ACTION:** by Voice Vote: Ayes = 8. Nays = 0. Motion passed unanimously. Meeting ended at 3:15 pm.

RESPECTFULLY SUBMITTED,

ELIZABETH FRIZZELL, R.T., SECRETARY / TREASURER