

# LOUISIANA STATE RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

## BUSINESS MEETING MINUTES

January 10, 2018

### CALL TO ORDER

Chairman Susan Hammonds-Guarisco called the meeting to order at 11:15am

### 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  
Shelley Wells

The following Board member was absent with prior excuse:

Kirk Soileau

The following Board member was absent without excuse:

James Frazier

Also present:

Kenneth Jones, Executive Director  
Katherine Muslow, Counsel

### MINUTES

Minutes of July October 11, 2017 had been previously circulated to the Board members by mail and were accepted as presented.

**MOTION** to approve minutes of October 11, 2017 by R.Newsomes

**SECOND** by B.Bennett

**ACTION** Voice Vote: Ayes=7, Nays=0, Motion passed unanimously

### FINANCIAL REPORT

Financial Review Committee Report

Committee members are Brett Bennett, Gregory Bradley, and Susan Hammonds-Guarisco  
All reports have been reviewed, and there were no concerns from committee members

Financial Report by Executive Director

Executive Director discussed the following reports.

- Fiscal Year Comparison: July 1, 2017 to December 31, 2017
- Fiscal Year Comparison to Budget: July 1, 2017 to December 31, 2017
- Calendar Year Comparison: January 1, 2017 to December 31, 2017
- Assets and Liabilities as of December 31, 2017

### CHAIRMAN'S REPORT

- Chairman and Executive Director communicate on a weekly basis
- There are no issues or problems in the Board office
- Chairman reviewed Board member attendance

### LICENSURE

Executive Director reported;

- 2017 Renewal Data
- License Statistics as of December 31, 2017
- Certifications and Louisiana license holders
- Audit Statistics  
Board requested names and city for those suspended

## **BUSINESS ADMINISTRATION**

### Board Operations

- Website Enhancements approved by the Board during the October meeting are nearing completion
- 2018 renewal on-line application is completed, deployment and testing will occur next month
- Board Chairman requested Executive Director to research current usage of Chairman's signature on documents
- Complaint Code statistics were discussed
- Reimbursement for one day of meals while attending the LSRT Mid-winter meeting in Alexandria, LA was approved by the Board for Susan Hammonds-Guarisco

## **OLD BUSINESS**

- Urgent Care Centers  
On December 19, 2017 the Executive Director met with several staff members of the Louisiana State Board of Medical Examiners (BME) to discuss non-licensed personnel exposing human tissue to ionizing radiation. The BME suggested working toward a joint position statement after a brief presentation to the BME on the dangers of unregulated x-rays.

## **NEW BUSINESS**

- Board Counsel Contract  
**MOTION** to renew and approve Board Counsel Contract by B.Bennett  
**SECOND** by G.Bradley  
**ACTION** Voice Vote: Ayes=7, Nays=0, Motion passed unanimously
- Board discussed the removal of Mr. James Frazier pursuant to L.R.S. 37:3201.E.  
**MOTION** to remove James Frazier by B.Bennett  
**SECOND** by N.Awan  
**ACTION** Voice Vote: Ayes=7, Nays=0, Motion passed unanimously  

A follow up letter will be sent to Mr. Frazier thanking him for his service.
- The Board agreed to put all disciplinary actions on the website similar to other Louisiana Boards
- Shared File Drive  
Board discussed and approved Executive Director to upgrade to Carbonite's mirror image backup

## **NEXT MEETING DATE**

April 11, 2018

### Future Meeting Dates

July 11, 2018

October 10, 2018

**MOTION** made to move into Executive Session by S.Wells  
**SECOND** by T.Moran  
**ACTION** Voice Vote: Ayes=7, Nays=0, Motion passed unanimously

Chair requested a **MOTION** to adjourn meeting

**MOTION** made by B.Bennett

**SECOND** by A.Kemper-Martin

**ACTION** Voice Vote: Ayes=7, Nays=0, Motion passed unanimously

Meeting adjourned at 1:50pm

**RESPECTFULLY SUBMITTED**

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**Kenneth W. Jones, Executive Director**