

# LOUISIANA STATE RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

## BUSINESS MEETING MINUTES

October 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  
Desiree Bell  
Brett Bennett  
Gregory Bradley  
Susan Hammonds-Guarisco  
Thea Moran, MD  
Kirk Soileau  
Shelley Wells

The following Board members were absent with prior excuse:

Abbie Kemper-Martin, MD  
Robert Newsome, MD

Also present:

Katherine Muslow, Counsel  
Kenneth Jones, Executive Director

### MINUTES

Minutes of July 11, 2018 had been previously circulated to the Board members by mail and were accepted as presented.

**MOTION** to approve minutes of July 11, 2018 by B.Bennett

**SECOND** by N.Awan

**ACTION** Voice Vote: Motion passed unanimously

### FINANCIAL REPORT

Financial Review Committee Report

Committee members are Brett Bennett, Gregory Bradley, and Susan Hammonds-Guarisco  
There were no questions, everything is in order

Financial Report by Executive Director

Executive Director discussed the following reports.

- Fiscal Year Comparison: July 1, 2018 to September 30, 2018
- Fiscal Year Comparison to Budget: July 1, 2018 to September 30, 2018
- Calendar Year Comparison: January 1, 2018 to September 30, 2018
- Assets and Liabilities as of September 30, 2018

Annual Financial Report (AFR) ending June 30, 2018 has been completed and located on the Louisiana Auditor's website, Executive Director will distribute by email to all Board members

Budget information has been updated on the Board and Commission website

### CHAIRMAN'S REPORT

- Chairman is working with the LSRT, ASRT, ARRT and licensure Board regarding continuing education compliance issues
- Chairman worked with Executive Director to upgrade office telephones

### LICENSURE

Executive Director reported;

- 2018 Renewal Data
- License Statistics as of September 30, 2018
- Audit Statistics

## **BUSINESS ADMINISTRATION**

### Board Operations

- Telephones have been updated and are now digital. The lines coming into the office are analogue and will need updating in the near future.

## **OLD BUSINESS**

- Executive Director attended the State's Executive Director's meeting on August 6, 2018 in Baton Rouge and updated the Board on various Acts and Resolutions from the 2018 regular legislative session.
  - Board will plan to hold a public hearing for Rule review in October 2019
  - Board agreed to give military applications priority in license processing
  - Vacant consumer Board member position is listed on Board's website. Interested individuals are to contact the Louisiana Governor's office
  - How to file a complaint has been added to the Board's website
  - Board agreed that Legislative representative's time would be better served if invited to the State's Executive Director's meeting verses attending individual Board meetings

## **NEW BUSINESS**

- Board Counsel will provide a Sexual Harassment Policy to the Executive Director that will apply to staff and Board members

## **NEXT MEETING DATE**

Wednesday, January 9, 2019

### Future Meeting Dates

Wednesday, April 10, 2019

Wednesday, July 10, 2019

Wednesday, October 9, 2019

**MOTION** made to move into Executive Session by B.Bennett

**SECOND** by G.Bradley

**ACTION** Voice Vote: Motion passed unanimously

**MOTION** made to accept closed Consent Orders by B.Bennett

**SECOND** by K.Soileau

**ACTION** Voice Vote: Motion passed unanimously

Chair requested a **MOTION** to adjourn meeting

**MOTION** made by K.Soileau

**SECOND** by D.Bell

**ACTION** Voice Vote: Motion passed unanimously

Meeting adjourned at 3:15pm

**RESPECTFULLY SUBMITTED**

---

**Kenneth W. Jones, Executive Director**