

**LOUISIANA STATE RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS  
BUSINESS MEETING**

**Baton Rouge General Center for Health  
4th Floor Conference Room  
(Located behind the check in desk)  
9001 Summa Avenue  
Baton Rouge, LA 70809**

**July 13, 2022**

**Board Meeting Minutes**

**CALL TO ORDER**

Susan Hammonds-Guarisco called the meeting to order at 11:07am.

**ROLL CALL**

The following board members were present:

Brett Bennett  
Gregory Bradley  
Frederick Drouant  
Susan Hammonds-Guarisco  
Kirk Soileau

The following board members were absent with prior excuse:

Naveed Awan  
Desiree Bell  
Abbie Kemper-Martin, MD  
Thea Moran, MD  
Robert "Reece" Newsome, MD  
Jessican Soileau-Canning

Also present:

Joshua Aime, Executive Director

Present by phone:

Katherine Muslow, Counsel

A quorum was not met for the meeting. All agenda items were discussed but no votes were taken.

**MINUTES**

Minutes from the April 13, 2022, board meeting were emailed prior to meeting and will not be voted on until the next board meeting.

## **FINANCIAL REPORT**

### Financial Review Committee Report

The committee consist of Brett Bennit, Gregory Bradley, and Susan Hammonds-Guarisco. Monthly reports needed some fine tuning with numbering, but otherwise complete. Emailed reports were sent multiple times in error; IT will be contacted to resolve issue.

Financial reports ending June 30,2022, were distributed to all board members prior to the meeting.

Executive Director discussed the following reports:

- Fiscal Year Comparison: July 1, 2021 to June 30, 2022
- Fiscal Year Comparison to Budget: July 1, 2021 to June 30, 2022
- Assets and Liabilities as of June 30, 2022

Discussion on whether cash or accrual accounting method is being used: auditors will be contacted for clarification.

The proposed Budget for July 1, 2023 to June 30, 2024 was distributed to all board members prior to the meeting.

Proposed budget discussed with board members.

Kirk Soileau questioned whether an email vote could be taken and ratified at the next board meeting; legal counsel will be contacted as if this can be done.

Proposed Budget tabled until next board meeting.

## **NOMINATION, ELECTION, AND INSTALLATON OF OFFICERS**

Nominations, election, and installation of officers tabled to next board meeting.

## **CHAIRPERSON'S REPORT**

Chairman has been working with board office staff on training and ensuring the law and rules and regulations are implemented consistently and fairly. She has also been involved in the preparation of the budget, review of finances, and office systems.

## **LICENSURE**

- Audit Statistics  
Audit statistics were presented with clarification of online and paper audits.
- Renewal Data  
2022 renewal data presented. It was noted that there was a 90% renewal rate as of 5/31/22. This has gradually increased over the years since online renewals was implemented.
- Louisiana radiologic schools graduating numbers were provided.
- License Statistics  
Data was provided to include the number of licenses given from the inception of the law to current date. Chairman clarified the dashboard versus data statistics. The expired category includes expired licenses and expired temporary work

permits. The expired category is 0.09% of total licenses from inception.

## **BUSINESS ADMINISTRATION**

### **A. Board Operations**

- Website Updates

Chairman reported the need to better organize the information on the webpage. There was discussion on placing initial applications online. When doing so the board needs to mirror the ARRT which includes the program director verification.

- IT Updates

There was discussion on requests for dual desk monitors, new email addresses, and increasing data storage and protection. The chairman requested assistance from Brett Bennet, Gregory Bradley, and Fredrick Drouant in obtaining clarification on what the systems provide for the office and if the changes are necessary.

### **B. Closed Investigations**

Executive Director closed the following Compliant Codes that did not need Board action.

- 2022-05 – Failed License Audit, Compliant 6/16/2022
- 2022-06 – Failed License Audit, Compliant 6/27/2022
- 2022-07 – Failed License Audit, Compliant 6/24/2022
- 2022-11 – Failed License Audit, Compliant 6/29/2022
- 2022-10 – Domestic Violence, Followed Court Orders

## **OLD BUSINESS**

- Chairman discussed the plan to open the Assistant Director position in October 2022. Board agreed to move ahead with plan.

## **NEW BUSINESS**

Executive Director reported the 2022 Louisiana Legislature regular season ended June 6, 2022, with the House having 1083 bills and the Senate having 499 bills. There was no legislation that would have impacted this board.

Chairman reported 4 board members will attend the LSRT annual meeting in Baton Rouge.

License audit policy was discussed as it applies under the rules and regulations. Board counsel provided legal opinion that no change was needed. The expired status and suspended status are separate actions.

The LSRTBE has a code of ethics that will be added to the website as well as the link to the ARRT Code of Ethics. Follow up discussion will be held at the next board meeting.

## **NEXT MEETING DATE**

Wednesday, 11am, October 12, 2022 (Confirmed)

**FUTURE MEETING DATES**

Wednesday, 11am, January 11, 2023 (Tentative)

**RETURN TO BUSINESS SESSION**

**ADJOURN**

Meeting adjourned at 1:40pm.

**Submitted Respectfully**

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**Joshua Aime, Executive Director**