LOUISIANA STATE RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS
BUSINESS MEETING

Baton Rouge General Hospital
8585 Picardy Avenue
Baton Rouge, LA 70809
Conference Room 2

October 10, 2024

BUSINESS MEETING MINUTES – APPROVED

1. CALL TO ORDER

Interim Chairman Dr. Robert Newsome called the meeting to order at 11:00 a.m.

2. ROLL CALL

The following Board members were present:
Desiree Bell
Robert Newsome, M.D.
Frederick Drouant
Kirk Soileau

The following board members were absent with excuse:
Naveed Awan
Brent Boudreaux, M.D.
Jessica Soileau-Canning

Also in attendance
Hollie Taranto, Executive Director, Manny Rodriguez, Compliance officer, and counsels Valerie Bargas and Sallie Dupont

MOTION made to suspend the Rules: K. Soileau
SECOND by: F. Drouant
ACTION Voice Vote: Motion passed unanimously.

MOTION made to revise the agenda to move into Nomination, Election & Installation of Officers: K. Soileau
SECOND by: F. Drouant
ACTION Voice Vote: Motion passed unanimously.

3. NOMINATION, ELECTION AND INSTALLATION OF OFFICERS

Since the July meeting, two board members were not reappointed and one board member resigned.
Due to this nominations, elections, and installation of officers were needed.

The following members were nominated for office:

Chairman – Dr. Newsome
1st Vice Chairman – Fred Drouant
2nd Vice Chairman – Kirk Soileau
Secretary-Treasurer – Desiree Bell

MOTION made to elect the slate of officers as presented: K. Soileau
SECOND by: F. Drouant
ACTION Voice Vote: Motion passed unanimously.

4. MINUTES

Minutes of the July18, 2024 meeting had been previously circulated to the Board Members by email and were accepted as presented.

<u>MOTION</u> to approve minutes of July 18, 2024, made by: F. Drouant
<u>SECOND</u> by D. Bell
<u>ACTION</u> Voice Vote: Motion passed unanimously.

5. FINANCIAL REPORT

Financial Review Committee: Kirk Soileau, Desiree Bell and Frederick Drouant. Kirk Soileau was appointed chairman of the committee. June, July and August reports were reviewed with questions answered by the Executive Director. September is being completed and will be sent once finished.

Financial Report by Executive Director:

- Fiscal Year Comparison: Q1 2023 to Q1 2024
- Fiscal Year Comparison to Budget: July 1, 2023, to September 30, 2024
- Assets and Liabilities as of September 30, 2024

Discussion was held on reports, reimbursements, and financial accounts. The Executive Director of the board answered Board members' questions. In addition, the proposed budget for FY 2025-2026 was presented and it was decided that it would be reviewed by the financial review committee and voted on at the January meeting. At the last board meeting, questions were asked about increases in certain services, however, once discussed, all were justified as necessary for board operations to continue. The state Annual Financial Review was recently completed and there were no findings. It is now being submitted to the legislative auditor.

6. CHAIRPERSON'S REPORT

The Chairman provided a verbal report. He was open for feedback on all areas of board operations. The board voiced to the Executive Director that board management will be favored and supported for daily operation.

7. LICENSURE STATISTICS

The Executive Director reported on updated statistics that were provided at the July meeting. Since July 1, 2024, there have been approximately 170 late renewals, resulting in the total number of 2024 active licenses to 7,414. These statistics were further broken down by category, resulting in the following: Radiography 6,611, Nuclear Medicine 446, Radiation therapy 329, and Fusion technology 28.

BUSINESS ADMINISTRATION

A. BOARD OPERATIONS

1. **Staffing**
   The office is currently fully staffed with three full-time employees. Everyone is continuing to learn their jobs; however, some tasks are seasonal and cannot be done at the current time due to the data needing to be up to date. Discussion was held on how the outstanding office operations would be carried out.

   Compliance Officer Position
   Position was filled since the July board meeting.

2. **IT Services**
   Turnkey Computer Services – current contract was discussed. At the July meeting, Legal was asked to review the contract. The remaining outstanding items for onboarding and converting to Microsoft 365 on the computers have been done. It was mentioned to look into having IT hosting performed by Turnkey and it will be looked into. Overall, the IT services that have been provided by Turnkey have proved to be easier, and IT services are agreed to be good within the office.

B. BOARD MEMEBERS AND STAFF TRAINING

1. **Training Certificates**
   Annual board member training certificates were presented for review due to some missing certificates.

2. **Drivers Authorization Form**
   Travel reimbursement was discussed, and board members completed the driver's authorization form.

C. CPA Contract

A new CPA contract was discussed. The state contract format will be used and uploaded for transparency. CPA will be used on an as-needed basis and the contract is valid from July 1, 2024, to June 30, 2025.

MOTION made for approval of the CPA contract mentioned above: F. Drouant
SECOND by: K. Soileau
ACTION Voice Vote: Motion passed unanimously

D. CLOSED INVESTIGATIONS NOT REQUIRING BOARD APPROVAL

The Compliance Officer reported 19 investigations have been open since the July board meeting. Since then, 1 investigation has been closed and does not require board approval. There are currently 9 investigations that remain open, and 5 are being monitored. There are 4 suspensions.

8. OLD BUSINESS

A. PRIVATE RADIOLOGIC TECHNOLOGISTS

1. Position Statement

There has been no position statement provided by the LSRTBE at this time, as there have been new developments with the LSBME.

MOTION made by: K. Soileau to move into Executive Session
SECOND by: F. Drouant
ACTION Voice Vote: Motion passed unanimously.

EXECUTIVE SESSION

MOTION made to close Executive Session: F. Drouant
SECOND by: K. Soileau
ACTION Voice Vote: Motion passed unanimously

RETURN TO BUSINESS SESSION

2. LSBME Proposal

There was discussion about the need for limited x-ray machine operators within the state in private physician offices and urgent care centers. The LSBME has recently provided the LSRTBE with a proposed Rule change to their PRT rules. It was determined that the current LSRTBE rules can be expanded to allow for temporary purpose permits to address the need. Involvement and support with other various groups on this issue was discussed.

MOTION to approve legal and Executive Director to perform Limited X-Ray Machine Operation (LXMO) rule drafting and promulgation of the current rules for the board to allow for a limited purpose permit: K. Soileau
SECOND by D. Bell
ACTION Voice Vote: Motion passed unanimously.

9. NEW BUSINESS

A. BOARD APPOINTMENTS

The board has had communication from the Governor's Office that Susan Hammonds-Guarisco and Greg Bradley have not been reappointed to the board. Dr. Abbie Kemper-Martin also has notified the board of her resignation, and this was communicated to the Governor's Office.

B. 2025 LEGISLATIVE SESSION

There has been discussion of Limited x-ray Machine Operation (LXMO) permits that will require the board to go into the 2025 Legislative session. Legal will be required to assist with this.

MOTION made by: F. Drouant to move into Executive Session
SECOND by: D. Bell
ACTION Voice Vote: Motion passed unanimously.

EXECUTIVE SESSION

MOTION made to close Executive Session: F. Drouant
SECOND by: D. Bell
ACTION Voice Vote: Motion passed unanimously

C. EXECUTIVE SESSION VOTES

MOTION made to approve the consent orders, suspensions, and administrative matters discussed in Executive Session: F. Drouant
SECOND by: D. Bell
ACTION Voice Vote: Motion passed unanimously.

NEXT MEETING DATE

January, 9, 2025, 11 am
Location to be announced.

FUTURE MEETING DATES

The location of future board meetings was discussed. The location will be announced prior to the meeting pending availability.

Thursday, January 9, 2025
Thursday April 10, 2025
Thursday July 17, 2025 (Due to LSRT Annual Meeting)
Thursday October 9, 2025

ADJOURN

The Chairman requested a motion to adjourn meeting.
MOTION made to adjourn by: F. Drouant
SECOND by: D. Bell
ACTION Voice Vote: Motion passed unanimously.

Meeting adjourned at 2:17 p.m.

RESPECTFULLY SUBMITTED

Hollie Taranto, MBA, RT(R)(ARRT)
Executive Director