LOUISIANA STATE RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS
BUSINESS MEETING

Two United Plaza, Suite 202
8550 United Plaza Boulevard
Baton Rouge, Louisiana 70809

January 9, 2025

BUSINESS MEETING MINUTES- APPROVED

1. **CALL TO ORDER**
Chairman Dr. Robert Newsome called the meeting to order at 11:01 am.

2. **ROLL CALL**
The following Board members were present:
Naveed Awan
Brent Boudreaux, M.D.
Frederick Drouant
Robert Newsome, M.D.
Kirk Soileau

The following Board members were absent with excuse:
Desiree Bell
Jessica Soileau-Canning

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

3. **MINUTES**
Minutes of October 10, 2024, and December 18, 2024, meetings had been previously circulated to the Board Members by email and were accepted as presented.

MOTION to approve the meeting minutes of October 10, 2024, and December 18, 2024, made by: K. Soileau

SECOND by: N. Awan

ACTION Voice Vote: Motion passed unanimously.

4. **FINANCIAL REPORT**
Financial Review Committee: Kirk Soileau, Desiree Bell and Frederick Drouant. October and November reports were sent to the financial review committee prior to the meeting and reviewed. December is being completed and will be sent once finished.
The Executive Director discussed the following financial reports:
   - **Fiscal Report: July 1, 2024, through December 31, 2024**
   - **Fiscal Year Comparison to Budget: July 1, 2024, through December 31, 2024**
   - **Assets and Liabilities as of as of December 31, 2024**
   - **Proposed Budget: July 1, 2025- June 30, 2026**

Discussion was held on reports, financial accounts, budget, contracts, and fee schedules. The Executive Director of the board answered the Board members' questions. The proposed budget for FY 2025-2026 was previously sent to the board for review. Proposed budget was discussed at the meeting and questions were answered by the Executive Director and Chairman of the Financial Review committee. After thorough discussion, all changes were justified as necessary for board operations to continue.

MOTION to approve the proposed 2025-2025 budget made by: F. Drouant
SECOND by: B. Boudreaux
ACTION Voice Vote: Motion passed unanimously.

Legal services use and contract were discussed. Due to an increase in issues requiring legal assistance, an amendment to the legal services contract was discussed and agreed that an amendment be made.

MOTION to approve amend the current legal contract from $30,000 to $50,000 made by: F. Drouant
SECOND by: B. Boudreaux
ACTION Voice Vote: Motion passed unanimously.

An update was given on the CPA contract.

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5. **CHAIRPERSON'S REPORT**
   A. **Verbal Report by Chairperson**
   A verbal report was given by the Chairman.
   B. **Board Member Attendance – Annual Report**
   Board member attendance was discussed.

6. **LICENSURE**
   A. **2025 Renewal Data**
   The Executive Director reported and gave an update on expected renewals for the 2025 renewal season as well as licensure statistics.
   B. **License Statistics**
   License statistics were discussed.

7. **BUSINESS ADMINISTRATION**
   A. **Board Operations**
   Office Updates were discussed with the Board. This included the implementation of Adobe and reactivation of Zoom.
   B. **Annual Required Training 2025**
   Reminder was given to Board members on annual training. It was noted that each board member and staff is required to complete the Ethics and Sexual Harassment course. If one is compensated for mileage, they must also complete the Defensive driving course and a driver's authorization form. Certificates of completion are to be sent to the Executive Director.
   C. **Financial Disclosures**
   Financial disclosures were discussed and need to be completed by May by all board members.
   D. **Compliance**
   Complaint Codes
   A compliance update was provided by the Compliance Officer. Since the last board meeting, 9 complaint codes have been closed. Licensure and permitting of individuals with yes answers on applications and renewals were discussed with the Compliance Officer.
   Public Records
   The Compliance Officer presented a report requested by the Justice and Accountability Center of Louisiana.

8. **UNFINISHED BUSINESS**
   A. **OLRP**
   An update on the OLRP was given. The LSRTBE previously voted to participate in this program rendered by the LA DOJ.
   B. **Private Radiologic Technologists**
   An update was given on PRTs. The LSRTBE recently attended and spoke at the BME meeting on this issue.

C. LXMO

Limited X-ray Machine Operators (LXMO) was presented and discussed in detail. All questions were answered by the Executive Director and legal counsel.

D. LSRTBE Code of Ethics

Previously the LSRTBE current code of ethics was discussed. A revised code of ethics was presented and proposed to include LXMO. This new policy would become effective after LXMO permits are implemented.

MOTION to approve the Code of Ethics with the changes presented made by: K. Soileau

SECOND by: F. Drouant

ACTION Voice Vote: Motion passed unanimously

E. Board Appointments

There have been no new board appointments or reappointments at this time.

9. NEW BUSINESS

A. 2025 Legislative Session

Rule Change

Current proposed rule changes were discussed.

Fee Schedule

The current fee schedule was assessed. Questions were answered by the Executive Director, the Chairman and Chairman of the Financial review committee. New fees and increases for the 2026 renewal year were discussed and voted on. Increases and new fees were discussed as follows:

Radiographer, Nuclear Medicine, Radiation Therapy, Fusion license $150.00
Temporary permit $50.00
Limited X-Ray Machine Operator (LXMO) permit $150.00
Temporary permit $50.00
Verifications $50.00
Late Fee $200.00

MOTION to approve increases to the current fee schedule made by: K. Soileau
SECOND by: N. Awan
ACTION Voice Vote: Motion passed unanimously.

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

10. EXECUTIVE SESSION

11. RETURN TO BUSINESS SESSION

MOTION made to approve staff salaries as discussed in Executive Session: F. Drouant
SECOND by: B. Boudreaux
ACTION Voice Vote: Motion passed unanimously

12. Vote to Close Consent Orders

There were no consent orders that required voting.

13. Next Meeting Dates

Future Meeting Dates
Thursday, April 10, 2025

Thursday, July 17, 2025
Thursday, October 9, 2025

14. ADJOURN
The meeting was adjourned at 2:20 p.m.

Respectfully submitted

Hollie Taranto

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