

KENTUCKY BOARD OF MEDICAL IMAGING & RADIATION THERAPY
Board Meeting
December 9, 2015
1:00 pm

Board Members Present: Sheryl Abercrombie, Cynthia Knapp, Jacob Hack, Betty Brown, Carol Scherbak, Andrea Cornuelle

Board Members Absent: Steve Wells, Acena Beck, Amy Adkins

ExOfficio Members: Brian Judy, Elizabeth Morgan

Guests:

AGENDA ITEM	Time	DISCUSSION	Action
Call to order Sheryl Abercrombie	1 minute		1:01 Meeting was called to order
Approval of November Minutes	2 minutes		Cynthia Knapp made a motion to approve November minutes. Betty Brown seconded the motion. Motion passed.
Approval of Board Travel and per diem	1 minute	Board members requested a follow-up on all past travel and per diem pay.	Carol Scherbak made motion to approve travel and per diem pay, Andrea Cornuelle seconded motion. Motion passed.
Notification of Officer Elections	2 minutes	Sheryl Abercrombie submitted her name for consideration for the office of Chair.	Carol Scherbak made motion to keep Sheryl Abercrombie and Andrea Cornuelle as Chair and Vice Chair of the board. Betty Brown seconded the motion. Motion passed.
Review of Office Personnel Time Records	3 minutes	The Chair reviewed time records prior to the meeting and approved. No issues.	
Committee Work Sessions	30 minutes		
Committee Reports	20 minutes	<u>Education Committee:</u> JRCERT documents were reviewed along with information from the ISCD who are seeking to be recognized as an education path for Limited Bone Densitometry Techs. <u>Complaint/Violation Committee:</u> 15.01 Ongoing 15.02 Ongoing 15.03 Ongoing	Executive Director to send initial information letter to licensee regarding 15.03.

AGENDA ITEM	Time	DISCUSSION	Action
		<p><u>Applications Committee:</u></p> <p><u>Communications Committee:</u></p> <ul style="list-style-type: none"> a. Newsletter: December Newsletter was reviewed b. Update Communications: Letter to Educators was reviewed and revised <p><u>Regulations Revision Committee:</u></p> <ul style="list-style-type: none"> a. ARRT documentation for renewals: The Renewal Application form includes a statement attesting the authenticity of the information on the application. As part of the application, they check a box that includes "Graduate of JRCERT Accredited Program and ARRT Registered". 	<p>Recommendation was made to process applications of those individuals previously denied licensure (Elizabeth Lawson, Justin White, William Buchanan, and David McIntosh). After receiving and reviewing information from the program director at Southwest Virginia Community College and additional information from the Joint Review Committee on Education in Radiologic Technology (JRCERT), the Board has concluded that Virginia Highlands Community College is an accredited program through its consortium with Southwest Virginia Community College.</p> <p>Recommendation was also made to process the renewal of an individual that disclosed a misdemeanor charge unrelated to their profession. Cynthia Knapp made a motion to proceed with recommendations, seconded by Andrea Cornuelle. Recommendations approved.</p> <p>Recommendation was made to distribute Newsletter and letter to educators. Cynthia Knapp made a motion to approve recommendation, Betty Brown seconded. Recommendation approved.</p> <p>Recommendation was made to send out and post to the website, a letter to licensees addressing the KBN's position on who can supervise technologists during fluoroscopy procedures. Carol Scherbak made a motion to approve recommendation and Jacob Hack seconded. Recommendation approved.</p>

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Old Business	15 minutes	<u>Office Issues:</u> a. <u>Employee Job Description</u> b. <u>SOP's</u> c. <u>Website Maintenance</u> d. <u>Continuing Education Approval Program</u>	Job descriptions and SOPs ongoing. Website maintenance to be completed by Executive Director following training by KY Interactive. The CE Approval Form will be updated to include information regarding the fee.
Executive Director Update	5 minutes	<u>License Update:</u> a. New: 49 b. Renewal: 274 c. ISC: 11 d. Late e. Follow-up to late license submissions <u>Related legislative activity:</u> none <u>Budget:</u> a.Revenues b.Expenditures c.YTD Balance d. Outstanding Bills <u>Other:</u> a. BGSRT presentation b. Communication licensee email list	For next meeting, a report should be given of any late renewals. Budget report will be given next board meeting with updated information. The Board would like the Executive Director to speak at the spring BGSRT meeting on regulation updates. The licensee email list is around 4500, although some may be duplicates. The office continues to capture email addresses.
New Business	5 minutes		Brian asked the Board for up to \$500 to attend a conference in January. Cynthia made a motion to allow for the sponsorship. Carol Scherbak seconded motion. Motion passed.
Future meetings		January 13, 2016 <i>All meetings are scheduled to start at 1:00 p.m. and are held at the KBMIRT office: 42 Fountain Place, Frankfort</i>	
Meeting adjourned			Meeting was adjourned 2:34