

**KENTUCKY BOARD OF MEDICAL IMAGING & RADIATION THERAPY**

**June 12, 2013**

**1:00 P.M.**

Board Members Present: Amy Adkins, Andrea Cornuelle, Ellis Blanton, Anne Marie Brown , Carol Scherbak, Rebecca Baker, Cynthia Knapp

Board Members Absent: Vicky Poplin, Sheryl Abercrombie

ExOfficio Members: Vanessa Breeding, Brian Judy

Guests: Dewey Crawford

AGENDA ITEM	Time	DISCUSSION	Action
Call to order	1 Minute	13:11	
Approval of May Minutes	2 Minutes	Meeting minutes stand approved as written.	
Swearing in of new Board Member	5 Minutes	Cynthia Knapp was appointed by the Governor and will join the board as the Nuclear Medicine representative. Brian swore in Cynthia Knapp to the Ky Board of Medical Imaging and Radiation Therapy.	
Budget Update	3 Minutes	Sheryl spoke with Kara Smotherman who confirmed that we currently do not have enough funds to move forward with the proposal by the COT. Kara did feel that the board had sufficient funds to begin the process of hiring an Executive Director. Kara also confirmed that the funds we have accumulated YTD will belong to the board and would not be pulled back into the general state fund. YTD estimated cash balance is \$36,652.31. Kara did suggest that we move forward with paying our legal fees of approximately \$1800. Brian explained the process of payment and suggested we hold off until we have the funds moved over to the board.	
Memorandum of Agreement Update	5 Minutes	Brian presented the board with a draft of the Memorandum of Agreement that Brian and Sheryl worked on. The board reviewed the document and discussed	Brian will make the changes agreed upon by the board and send it to Charlie Kendall and the legal counsel that deals with DPH.

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		<p>the following revisions:</p> <ol style="list-style-type: none"> <li>1) 4.1- "Radiation Machine and Radiation Materials inspectors will continue to check operator licenses and report for the KBMIRT."</li> <li>2) 4.10- delete "continue to pay" and add "per month" at the end.</li> <li>3) 4.3- shall read "DPH agrees to allow use of all currently shared equipment and facilities until such time as KBMIRT board determines it has adequate funds to secure the equipment/facilities outside DPH including, but not limited to, a copier, printer, conference rooms, and computer equipment."</li> <li>4) Section 1: Delete the word "veterans"</li> </ol> <p>Ellis made a motion to approve as revised. Amy seconded the motion. The motion passed. Brian will make the changes agreed upon by the board and send it to Charlie Kendall and the legal counsel that deals with DPH.</p>	
IT/Communications Update	2 Minutes	<p>Kara Smotherman recommends we look at a Ky.gov system as the expense for that program is an operational one base upon the number of licensees. Sheryl also learned of another program at the Executive Director meeting several weeks ago called Ky Interactive that some of the other boards are utilizing. Vanessa will look into both programs and see if someone from the Ky interactive program can attend our next meeting.</p>	Vanessa to research Ky Interactive and try to get a representative to attend our next meeting.

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Personnel Update	5 Minutes	Sheryl met with Vanessa and the state budget office. Vanessa Breeding has accepted the Executive Director position. Sheryl has sent a letter to Kelly Black in the personnel office and to Jeff Dunn at the Governor's office. Tentatively, Vanessa will begin her new role July 1 <sup>st</sup> .	
Regulation Review by Board Members	Until Complete	<p>The board reviewed the current regulations for changes. The regulations reviewed in today's meeting were 201 KAR 46:040, 46:070, and 46:081.</p> <p>Andrea will compile the changes for all the regulations and send them to the board via email. Cynthia will work on the definitions in 201 KAR 46:010.</p> <p>Brian explained the process of filing the new regulations.</p> <ol style="list-style-type: none"> <li>1) The board will have to write a justification for each regulation change.</li> <li>2) Forms and documents will need to be edited and attached to regulations.</li> <li>3) Board will vote on the changes.</li> <li>4) Brian will take it to LRC.</li> <li>5) Regulations have to be filed by noon on the 15<sup>th</sup> of every month.</li> <li>6) There will be a public hearing the last week of the month.</li> </ol>	
<b>Future meetings</b>		July 10, 2013	
<b>Meeting adjourned</b>		17:30	