

KENTUCKY BOARD OF MEDICAL IMAGING & RADIATION THERAPY

November 13, 2013

9:00 am

November 13th- DCLC Room B from
9:00 am – 4:30 pm

Board Members Present: Amy Adkins, Andrea Cornuelle, Sheryl Abercrombie, Ellis Blanton, Carol Scherbak, Cynthia Knapp

Board Members Absent: Rebecca Baker, Vicky Poplin, Ann Marie Brown

ExOfficio Members: Vanessa Breeding, Brian Judy

Guests: Dewey Crawford, Charles Coulston, Dawn McNeil, William Huston, Huston Brown

AGENDA ITEM	Time	DISCUSSION	Action
Call to order Sheryl Abercrombie	1 Minute	Called to order at 9:20 AM	
Approval of October Minutes	2 Minutes	Sheryl noted a few amendments to the October minutes. Carol made a motion to approve the minutes as amended, Cynthia seconded. The board voted, motion passed.	
Regulation Movement Letter (Brian Judy)	10 Minutes	Board voted to submit a letter to Regulation Compiler requesting recodification of 902 KAR Chapter 101 to 201 KAR Chapter 46.	
Emergency Transfer (Brian Judy)		Board voted to file 201 KAR 46:090 as an emergency and ordinary regulation.	
Naming of Committees Education Complaint/Violation	15 Minutes	Sheryl discussed with the board the need to appoint committees. The committees can only have 4 members per committee. Currently we have identified there needs to be 3 committees.	

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		<p>1) Education-CEU's, Education entities, etc. 2) Compliant/Violations 3) Applications- Initial, Renewal Applications, etc.</p> <p>The following board members were appointed to the committees:</p> <p>1) Education -Andrea Cornuelle -Ellis Blanton -Carol Scherbak</p> <p>2) Complaints/Violations -Sheryl Abercrombie -Amy Adkins</p> <p>3) Applications -Cynthia Knapp</p> <p>*Other board members will be appointed when they are present at the next board meeting*</p>	
Committee Work Sessions	30 minutes	<p>The committees broke out and reviewed information pertinent to each committee.</p> <p><u>Application Committee Report:</u> The application committee reviewed 4 applications. The Committee recommended approval of 3. The recommendation, seconded by Carol, carried. Those approved were: Nicholas Sheeley, Jazzilin Knox, Robert Dean Spragens. The Committee recommended upon completion of a new background check the 4th applicant will be approved or denied. The recommendation, seconded by Andrea,</p>	

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		<p data-bbox="688 235 886 259">motion carried.</p> <p data-bbox="688 298 982 326"><u>Education Committee:</u></p> <p data-bbox="688 332 1205 594">The Education Committee reviewed 1 case regarding the opportunity to take the Limited Exam. It was the recommendation of the committee to require this individual to complete the home study course in order to pursue a Limited License. The recommendation, seconded by Cynthia, motion carried.</p> <p data-bbox="688 634 1062 662"><u>Compliant/Violations Report:</u></p> <p data-bbox="688 669 1205 829">Case 13-01 A – A motion was made by the Complaint Committee to issue a cease and desist letter to Robert Moyer. The recommendation, seconded by Andrea, motion carried.</p> <p data-bbox="688 870 1205 1031">Case 13-01 B – A motion was made by the Complaint Committee to issue a cease and desist letter to Ronda Moyer. The recommendation, seconded by Andrea, motion carried.</p> <p data-bbox="688 1071 1205 1232">Case 13-01 C – A motion was made by the Complaint Committee to issue a cease and desist letter to Jason Issac. The recommendation, seconded by Andrea, motion carried.</p> <p data-bbox="688 1273 1167 1398">Case 13-02 - A motion was made by the Complaint Committee to issue a cease and desist letter to Lindsey Chafflin and file a complaint with the</p>	

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		<p>local prosecutor. The recommendation, seconded by Carol, motion carried.</p> <p>Case 13-03- A motion was made by the Compliant Committee to seek further investigation for a violation of KRS 105:20 Section 6.1 and to send a formal letter to the Board of Nursing. The recommendation, seconded by Andrea, motion carried.</p>	
<p>IT/Communications Update Update on KY.gov</p> <p>John Russ</p>	<p>15 Minutes</p>	<p>Vanessa has been unable to get CDP paid for the data dump to KY.gov (John Russ). Vanessa has worked with Connie Downey at CRC to try and pay the bill. The system says we do not have any funds in our account to pay the bill. Kara Smothermon suggested Vanessa contact Kathy Fowler, the Acting Division Director at the Cabinet. Cynthia made a motion that Sheryl as board chair be given signature approval for any pertinent documents or authorization as needed. Andrea seconded the motion. The board voted, motion passed. Sheryl will now act as the second signature so we can provide payment to CDP for the data dump.</p> <p>Vanessa was contacted by Marvin Barlow with CDP who submitted a bid for computer/internet services from CDP. The board reviewed the proposal and we currently are paying \$1145.00/month for computer/internet from CDP, the proposal is \$500/month.</p>	

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		<p>There was discussion as to what changes would be made to our services that would reflect a 50% reduction/month. Vanessa and Sheryl will discuss with Marvin the boards concerns.</p>	
<p>MOU Brian Judy</p>	<p>10 minutes</p>	<p>Ongoing, in negotiations with DPH.</p>	
<p>Executive Director Update Vanessa Breeding</p>	<p>15 Minutes</p>		
<p>Executive Director Orientation</p>		<p>Vanessa is working with Barbara Aldridge-Montfort in the CRC office to get set up with E-mars so Vanessa can begin to pay bills. Barbara will also get the board a procurement card. Connie Downey will provide Vanessa the training for E-mars, paying bills, pro-card, etc.</p> <p>Vanessa attended the Executive Director meeting on Oct. 14th in Richmond at the Real Estate Appraisers Board. The topics that were discussed are:</p> <ol style="list-style-type: none"> 1) Computer Data Systems- the majority of them use KY.gov 2) There are different charges that the board was not aware of those being a facility security and email address (usually around \$400.00/person yearly) 	

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		<p>3) The group discussed Go to Meeting.com. This program has a \$500.00 yearly fee. Board members could use this and be part of the discussion at board meetings, but there would still have to be a quorum present at the meeting.</p> <p>The next Executive Board meeting will be Dec. 12th at the Board of Social Work in Frankfort.</p>	
Budget Update		<p>FY 2013 ended with an estimated cash balance of \$43,300.96. Current FY 2014 YTD estimated cash balance is \$25,184.15.</p> <p>Nicole Broyles noted we may notice that July, August, and September revenues have changed on Novembers report verses last month.</p> <p>Vanessa noted that in previous reports she took the total revenues per report rather than basing it on monthly revenues. Future reports will be corrected.</p> <p>Andrea motioned for the board to authorize Sheryl to write a letter to the Cabinet Secretary (with legal review) requesting the resolution of our lingering issues for the separation of the board from the cabinet. Carol seconded. The board voted, motion passed.</p>	

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Travel Update		Vanessa is working on getting travel reimbursement for the board members. Vanessa asked that the board members please submit their travel voucher to her as soon as possible and keep track of future travel to submit by the end of the year.	
1:30 pm St. Catharine College Presentation Dawn McNeil William Huston Huston Brown	30 minutes	Representatives Dawn McNeil, William Huston, and Huston Brown from St. Catharine College presented a presentation to the board. The presentation was in regards to St. Catharine College Radiography program losing JRCERT accreditation.	
Regulation Review by Board Members	60 Minutes	The board reviewed and revised current regulations.	
Future meetings		<u>December 11th</u> - <i>DCLC Room A available from 9:00 am – 4:30 pm</i>	
Meeting adjourned		Carol motioned for adjournment, Cynthia seconded. Board voted, motion passed. Adjourned at 4:20 PM	