

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

**February 10, 2016**

**1:00 pm**

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

Board Members Absent: Acena Beck

ExOfficio Members: Brian Judy, Elizabeth Morgan

Guests:

AGENDA ITEM	Time	DISCUSSION	Action
Call to order Sheryl Abercrombie	1 minute		Meeting was called to order at 1:02 pm.
Approval of January Minutes	2 minutes		Amy Adkins made a motion to approve January minutes. Steve Wells seconded the motion. Motion passed.
Approval of Board Travel and per diem	1 minute	Executive Director reported that the January per diem pay was not processed by Personnel, but would be processed as of the date reported (2/4/16).	Cynthia Knapp made a motion to approve travel and per diem pay. Steve Wells seconded the motion. Motion passed.
Review of Office Personnel Time Records	3 minutes	The Chair reviewed office time records. No discrepancies or concerns noted.	
Committee Work Sessions			
Committee Reports	20 minutes	<u>Education Committee:</u>  <u>Complaint/Violation Committee:</u> 15.01: ongoing 15.02: ongoing 15.03: ongoing 16.01: ongoing 16.03: ongoing 16.04: ongoing	Education committee made recommendation for individual who graduated from Spencerian LXMO program in 2007 but did not successfully pass state exam to complete remediation with Spencerian. Cynthia Knapp seconded recommendation. Recommendation approved.  16.02: Recommendation for individual to meet with Complaint/Violation Committee prior to the next board meeting at noon in March. 14.11: Recommendation for Executive Director to file police report with Jefferson County Police Department. Andrea Cornuelle seconded recommendations. Recommendations approved.

AGENDA ITEM	Time	DISCUSSION	Action
		<p><u>Applications Committee:</u></p> <p><u>Communications Committee:</u> Discussion to remove symbols for greater than/less than and use description for these symbols to avoid any confusion and add statement about late fees. Andrea Cornuelle to update with edits</p> <p><u>Regulations Revision Committee:</u></p> <ul style="list-style-type: none"> <li>a. Update on Technical change to regulation</li> <li>b. Revisions for 201 KAR 46:020 &amp; 201 KAR 46:070</li> </ul>	<p>Recommendation was made to obtain additional information from applicant with charges on criminal background check. Carol Scherbak seconded recommendation. Recommendation approved.</p> <p>Recommendation was made to send February Newsletter to email list of licensees and post on the website after edits were approved. Amy Adkins seconded recommendation. Recommendation approved.</p> <p>Recommendations were made to amend 201 KAR 46:020 and 201 KAR 46:070: 201 KAR 46:020: Proposed amendment to add language to make Section 14 late fees to include no penalty imposed 1-5 days, \$20/calendar day for 6-30 days and \$750 over 30 days; and to include language that the late fees are in addition to standard renewal and reinstatement fees found in 201 KAR 46:040 and 201 KAR 46:081. 201 KAR 46:070: Proposed amendment to Section 3 (2) to reflect anyone practicing without a license shall pay civil penalty of \$50/calendar day. Steve Wells seconded recommendations. Recommendations approved.</p>
Old Business	15 minutes	<p><u>Office Issues:</u></p> <ul style="list-style-type: none"> <li>a. Update on license verification function</li> <li>b. Review of discipline codes and function with regards to renewal</li> <li>c. FAQ list</li> </ul>	<p>License verification application is functioning properly; however, there needs to be a statement that it is a primary source verification.</p> <p>The two questions that are part of the online renewal process need to be changed due to confusing wording.</p> <p>Additional discipline codes are still being developed; awaiting statement of work from Kentucky Interactive.</p> <p>FAQ list has been developed as well as a page for the continuing education approval program. Executive Director will continue to add to the FAQ list and welcomes suggestions from the board on edits.</p>

AGENDA ITEM	Time	DISCUSSION	Action
Executive Director Update	5 minutes	<p><u>License Update:</u></p> <ul style="list-style-type: none"> <li>a. New: 56</li> <li>b. Renewal:233</li> <li>c. ISC:2</li> <li>d. Late: 3</li> <li>e. Follow-up to late license submissions: Of the 3 late, none were working</li> </ul> <p><u>Related legislative activity:</u> None</p> <p><u>Budget:</u> Report was given with updated financial information through January 2016.</p> <ul style="list-style-type: none"> <li>a.Revenues</li> <li>b.Expenditures: Notable difference in July rent and subsequent rent payments</li> <li>c.YTD Balance</li> <li>d. Outstanding Bills</li> </ul> <p><u>Other:</u> Due to a computer glitch in early January, some licensees that utilized the online renewal process were able to renew for a \$35 fee and were issued a 2 year license.</p>	<p>Executive Director to report on discrepancy at next board meeting.</p> <p>Executive Director to issue letters to licensees affected by the computer glitch to request the additional \$15 fee and issue the individuals a one year license.</p>
<b>New Business</b>		<p><u>Upcoming Board vacancies:</u></p> <p><u>Budget FY 16-18 Update:</u></p>	<p>Five Board member terms end October 2016; those interested in fulfilling a second term should notify the Board Chair and complete the paperwork. Executive Director to email paperwork to board members. Notification of vacancies will be posted on the website along with information on application process, which must be completed by May 1, 2016. Board chair to reach out to absent board member regarding attendance.</p> <p>Received the Governor's recommendation for the FY 16-18 budget. Minor difference in what was submitted in October, including an increase in the personnel expenditures. The next step is approval from the General Assembly.</p>

AGENDA ITEM	Time	DISCUSSION	Action
		<p><u>APRN Fluoro Discussion:</u>  The Board was made aware of the KBN Connection (Winter 2016, Edition 46), a publication provided by the Kentucky Board of Nursing, in which was stated that it is within the scope of practice of the APRN to supervise a medical imaging technologist when assisting the APRN in the performance of the fluoroscopic-guided procedure.</p>	<p>Motion was made by Carol Scherbak to draft a letter citing the article and a statement that the KBN is facilitating a possible violation of KBMIRT regulatory law that could result in discipline for licensees. Andrea Cornuelle seconded the motion. Motion passed.</p>
<b>Future meetings</b>		<p>March 9, 2016</p> <p><i>All meetings are scheduled to start at 1:00 p.m. and are held at the KBMIRT office: <b>42 Fountain Place, Frankfort</b></i></p>	
<b>Meeting adjourned</b>			<p>Motion to adjourn meeting was made by Steve Wells. Cynthia Knapp seconded motion. Meeting adjourned at 3:14pm.</p>