

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

**May 9, 2018**

**1:00 pm**

Board Members Present: Amy Adkins, Betty Brown, Jacob Hack, Karen Leek, Carol Scherbak, Melanie Marrs, Jaime Warren, Sharon Whitaker, Steve Wells

Board Members Absent:

ExOfficio Members: Shan Dutta, Elizabeth Morgan

Guests: Carson Kerr, Public Protection Cabinet; Dewey Crawford, KSRT

AGENDA ITEM	Time	DISCUSSION	Action
Call to order	1 minute		Meeting was called to order at 1:12pm
Approval of April Minutes	2 minutes		A motion to approved April minutes was made by Sharon Whitaker. Jaime Warren seconded. Motion passed.
Approval of Board Travel and per diem	1 minute		Steve Wells made a motion to approve board travel and per diem. Carol Scherbak seconded. Motion passed.
Review of Office Personnel Time Records	3 minutes		Board chair reviewed office timesheets. No issues were noted.
Committee Reports	20 minutes	<p><u>Education Committee:</u>                      a. Designation of funds for scholarships: Committee is exploring the process of setting up a scholarship fund; it will require a new administrative regulation, an application, and criteria for applicants.                      b. Spencerian College in Lexington, KY and Louisville, KY is merging with, and will be renamed, Sullivan University as early as June 2018. The LXMO programs will continue to be recognized as board-approved.</p> <p><u>Complaint/Violation Committee:</u></p>	<p>The complaint/violation committee made a recommendation to approve the Agreed Order in case 16.31A for a facility where unlicensed practice occurred. Melanie Marrs seconded. Recommendation passed.</p> <p>The complaint/violation committee made a</p>

AGENDA ITEM	Time	DISCUSSION	Action
		<p data-bbox="680 1276 995 1305"><u>Applications Committee:</u></p>	<p data-bbox="1228 136 1927 228">recommendation to approve the Agreed Order in case 16.31B for an individual that worked without a license. Betty Brown seconded. Recommendation passed.</p> <p data-bbox="1228 237 1927 363">The complaint/violation committee made a recommendation to initiate a complaint in case 17.171 for an individual that worked without a license. Jaime Warren seconded. Recommendation passed.</p> <p data-bbox="1228 371 1927 531">The complaint/violation committee made a recommendation to issue a 5-day suspension and \$250 civil penalty in case 18.03 for an individual that worked without a valid license. Carol Scherbak seconded. Recommendation passed.</p> <p data-bbox="1228 539 1927 698">The complaint/violation committee made a recommendation to issue a 45-day suspension and \$1500 civil penalty in case 18.13 for an individual that worked without a valid license. Melanie Marrs seconded. Recommendation passed.</p> <p data-bbox="1228 706 1927 833">The complaint/violation committee made a recommendation to open an investigation in case 18.14. Jaime Warren seconded. Recommendation passed.</p> <p data-bbox="1228 841 1927 1036">The complaint/violation committee made a recommendation to ratify the initiating complaint issued by the Executive Director in case 18.16 for an individual that may have worked without a valid license. Karen Leek seconded. Recommendation passed.</p> <p data-bbox="1228 1044 1927 1203">The complaint/violation committee made a recommendation to ratify the initiating complaint issued by the Executive Director in case 18.17 for an individual that worked without a valid license. Carol Scherbak seconded. Recommendation passed.</p> <p data-bbox="1228 1276 1927 1471">The applications committee made a recommendation to approve the Independent Study Course application for Jennifer Stewart after reviewing additional information; the facility provided information about an alternative clinical setting. Steve Wells seconded. Recommendation passed.</p>

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		<p><u>Communications Committee</u>: No report.</p> <p><u>Regulations Revision Committee</u>:</p> <ul style="list-style-type: none"> <li>a. Licensing of medical imaging professions utilizing non-ionizing radiation: ongoing</li> <li>b. Committee reviewed the response drafted by Shan Dutta, legal counsel for the board, concerning retroactive reinstatement.</li> </ul>	<p>The regulations revision committee made a recommendation to send the response drafted by legal counsel about retroactive reinstatement. Betty Brown seconded. Recommendation passed.</p>
Old Business	15 minutes	<p><u>Reorganization Updates</u> HB 465 did not pass during the regular session. No further information has been received from the Public Protection Cabinet about reorganization.</p> <p><u>MOA with CHFS for Inspections</u>: ongoing</p>	
Executive Director Update	5 minutes	<p><u>License Update</u>: April</p> <ul style="list-style-type: none"> <li>a. New: 47</li> <li>b. Renewal: 544</li> <li>c. ISC: 0</li> <li>d. Late: 6</li> <li>e. Follow-up to late license submissions: in committee</li> </ul> <p><u>Related legislative activity</u>: none</p> <p><u>Budget: Report for April distributed</u></p> <ul style="list-style-type: none"> <li>a. Revenue</li> <li>b. Expenditures</li> <li>c. YTD Balance</li> <li>d. Outstanding Bills</li> </ul> <p><u>Other</u>:</p> <ul style="list-style-type: none"> <li>a. Record Retention Schedule Review: ongoing</li> </ul>	

AGENDA ITEM	Time	DISCUSSION	Action
		b. Administrative Assistant	Steve Wells made a motion to hire a full-time administrative assistant. Carol Scherbak seconded. Motion passed.
<b>New Business</b>			
<b>Future meetings</b>		<p>June 13, 2018</p> <p><i>All meetings are scheduled to start at 1:00 p.m. and are held at the KBMIRT office: <b>125 Holmes Street, First Floor Conference Room</b></i></p>	
<b>Meeting adjourned</b>			Steve Wells made a motion to adjourn meeting. Sharon Whitaker seconded motion. Meeting adjourned at 1:33pm.