

**KENTUCKY BOARD OF MEDICAL IMAGING & RADIATION THERAPY**  
**December 14, 2016**  
**1:00 pm**

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

Board Members Absent: Jaime Warren

ExOfficio Members: Brian Judy, Elizabeth Morgan

Guests:

AGENDA ITEM	Time	DISCUSSION	Action
Call to order	1 minute		Meeting was called to order at 1:04 pm.
Swear In New Board Members	5 minutes	Introductions were made by the new board members, Karen Leek and Sharon Whitaker.	Two new board members were sworn in prior to the committee meetings.
New Board Member Information (Brian Judy)	15 minutes		Brian Judy, board counsel, gave a brief overview of the duties of board members.
Approval of October Minutes	2 minutes		A motion to approve the October minutes was made by Amy Adkins. Steve Wells seconded motion. Motion passed.
Approval of Board Travel and per diem	1 minute		Steve Wells made a motion to approve Board travel and per diem pay. Jacob Hack seconded motion. Motion passed.
Review of Office Personnel Time Records	3 minutes		Carol Scherbak reviewed time records and found no issues.
Officer Elections	2 minutes	Discussion regarding the election of chair and board chair resulted in the decision to hold the election at a future meeting.	Betty Brown made a motion to nominate Amy Adkins to be interim chair until the election of officers. Sharon Whitaker seconded motion. Motion passed.
Committee Reports	20 minutes	<u>Education Committee:</u> a. LXMO program	The education committee made a recommendation to contact two Independent Study Course students and have them complete additional competencies due to the fact that some of them were completed prior to the letter of authorization. Betty Brown seconded. Discussion ensued regarding the fact that beginning the clinical portion of the Independent Study Course prior to receiving an authorization letter is a violation of 201 KAR 46:081. The education committee withdrew the recommendation and referred both cases to the Violations Committee.

AGENDA ITEM	Time	DISCUSSION	Action
		<p><u>Complaint/Violation Committee:</u>  16.22: ongoing  16.23: ongoing  16.24: ongoing  16.25: ongoing  16.26: ongoing  16.27: ongoing  16.30: ongoing</p> <p><u>Applications Committee:</u></p>	<p>The complaints/violation committee made a recommendation to approve the agreed order in case 16.16. Carol Scherbak seconded. Recommendation passed.</p> <p>The complaints/violation committee made a recommendation to issue a seven (7) day suspension due to working on an invalid license for a period of seven (7) days in case 16.19. Betty Brown seconded. Recommendation passed.</p> <p>The complaints/violation committee made a recommendation to issue a nineteen (19) day suspension due to working on an invalid license for a period of nineteen (19) days in case 16.20. Sharon Whitaker seconded. Recommendation passed.</p> <p>The complaints/violation committee made a recommendation to issue a five (5) day suspension in case 16.21. Betty Brown seconded. Recommendation passed.</p> <p>The complaints/violation committee made a recommendation to open an investigation in cases 16.28a and 16.28b. Karen Leek seconded. Recommendation passed.</p> <p>The complaints/violation committee made a recommendation to open an investigation in cases 16.29. Carol Scherbak seconded. Recommendation passed.</p> <p>The complaints/violation committee made a recommendation to initiate a complaint in case 16.31. Betty Brown seconded. Recommendation passed.</p> <p>The complaints/violation committee made a recommendation to ratify the actions of the Executive Director in cases 16.32a, 16.32b, 16.33a, and 16.33b. Karen Leek seconded. Recommendation passed.</p> <p>The applications committee made a recommendation to approve the application for the Independent Study Course for Victor Santisteban after receiving the required documentation. Carol Scherbak seconded. Recommendation passed.</p> <p>The applications committee made a recommendation</p>

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		<p data-bbox="680 737 1056 768"><u>Communications Committee:</u></p> <p data-bbox="680 1073 1115 1104"><u>Regulations Revision Committee:</u></p>	<p data-bbox="1228 136 1919 699">to deny the application of Beth Byrd as the program attended was not JRCERT accredited. Sharon Whitaker seconded. Recommendation passed. The applications committee made a recommendation to approve the renewal application for Johnetta Comello. Karen Leek seconded. Recommendation passed. The applications committee made a recommendation to approve the renewal application for Amanda Reid, as long as proof of 12 hours of approved CE is submitted prior to expiration. Steve Wells seconded. Recommendation passed. The applications committee made a recommendation to deny the application of Amy Downey as the program attended was not JRCERT accredited. Sharon Whitaker seconded. Recommendation passed.</p> <p data-bbox="1228 740 1927 1036">A recommendation was made by the communications committee to approve the post card that will be mailed as a renewal notification beginning with licenses that expire in January 2017. Carol Scherbak seconded. Recommendation passed. A recommendation was made by the communications committee to post a photo of each board member on the website. Carol Scherbak seconded. Recommendation passed.</p> <p data-bbox="1228 1073 1927 1500">The regulations committee made a recommendation to file an amendment to 201 KAR 46:060, Section 2 (2)(b). Jacob Hack seconded. Recommendation passed. The regulations committee made a recommendation to file amendments to 201 KAR 46:070, Section 3. Betty Brown seconded. Recommendation passed. The regulations committee made a recommendation to file amendments to 201 KAR 46:090, Sections 5 and 6. Steve Wells seconded. Recommendation passed. Betty Brown made a motion to include language in the regulation to add 201 KAR 46:090, Section 7 that</p>

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		<p>A question was presented to the committee regarding whether a licensed general LXMO may operate a Bone Densitometry (DEXA) scanner. The board discussed the education received during the limited Independent Study Course as well as the content of the General Limited Scope Exam; neither is specific to Bone Densitometry.</p>	<p>would establish a three (3) year period before an individual may reinstate their license following a revocation. Steve Wells seconded. Recommendation passed.</p> <p>The regulations committee made a recommendation to send a letter the LXMO licensee stating that the individual must pass the Limited Scope Exam for Bone Densitometry prior to operating a DEXA scanner. Jacob Hack seconded. Recommendation passed.</p>
Old Business	15 minutes	<p>KBN/KBMIRT Workgroup: Carol Scherbak provided a brief summary of the November 14 workgroup meeting with KBN. Additional information will be gathered prior to scheduling another workgroup meeting.</p> <p>Since new appointments were made, Carol Scherbak asked for a volunteer to assist with the workgroup efforts. Amy Adkins volunteered.</p>	
Executive Director Update	5 minutes	<p><u>License Update: October</u></p> <ul style="list-style-type: none"> <li>a. New: 39</li> <li>b. Renewal: 154</li> <li>c. ISC: 6</li> <li>d. Late:7</li> <li>e. Follow-up to late license submissions: in committee</li> </ul> <p><u>License Update: November</u></p> <ul style="list-style-type: none"> <li>a. New: 13</li> <li>b. Renewal: 242</li> <li>c. ISC: 1</li> <li>d. Late:3</li> <li>e. Follow-up to late license submissions: in committee</li> </ul>	

AGENDA ITEM	Time	DISCUSSION	Action
		<p><u>Related legislative activity:</u> none</p> <p><u>Budget:</u> Report was presented to board for Oct &amp; Nov</p> <ul style="list-style-type: none"> <li>a.Revenues</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. RCEEM Meeting: Executive Director gave a summary of the October 2016 ARRT CE Consensus meeting.</li> <li>b. Continuing Education Record Retention Schedule: Executive Director gave overview of proposed CE Record Retention file. After discussing, Executive Director and board counsel will review current retention schedule for all KBMIRT records.</li> <li>c. Executive Director job description: Job description for Executive Director was presented to board. A few edits were made.</li> </ul>	<p>Carol Scherbak made a motion to approve job description for Executive Director as edited. Jacob Hack seconded. Motion passed.</p>
<b>New Business</b>		<p>Brian Judy, board counsel, suggested the board should establish or reaffirm board meeting schedule for the upcoming year.</p>	<p>Carol Scherbak made a motion to maintain current board meeting schedule; board meeting at 1:00pm on the second Wednesday of each month and committee meetings beginning at 9:00am prior to the board meeting. Steve Wells seconded. Motion passed.</p>
<b>Future meetings</b>		<p>January 11, 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>Steve Wells made a motion to adjourn meeting. Carol Scherbak seconded motion. Meeting adjourned at 3:55 pm.</p>