

**North Dakota Medical Imaging and Radiation Therapy Board
August 9, 2018
Special Board Meeting
Conference Call
Draft Minutes**

Call to Order

The meeting was called to order by Board President, Shirley Porter, at 12:12 pm.

Present

Board Members – Shirley Porter, Dr. Roxanne Keene, Tara Wagner, Donna Newman, Cynthia Milkey, and Mary Rennich.

Others - Jacinda Simmons, Board Staff; Edward Erickson, Legal Counsel; Dale Patrick, ND Dept. of Health Radiation Control Program.

{Brent Colby, Dr. Ted Fogarty, and Kathleen Jalbert absent}

Introduction of New Board Member

Dr. Roxanne Keene has been appointed to the Board. She is an orthopedic surgeon in Williston.

Minutes

5/22/2018 - A motion was made to approve the minutes. (Milkey/Wagner/carried) [Dr. Fogarty, Colby, Jalbert absent] [Roll Call Vote – Porter (y), Dr. Keene (y), Newman (y), Milkey (y), Rennich (y), Wagner (y)] **[Bd. Office]**

Financial Report

The Board office responded to the Board's questions from the last meeting. The Albertson Contract is not considered to be a liability because it has been expended. The telephone line item was so high because the balance was paid by APT, Inc.

Ethical Correspondence

LXMOs Working at PPX – A letter will be sent from the Board's Legal Counsel.

The Board is still on track to take over LXMOs on December 1, 2018.

Disciplinary Action Update

Thomas Mohr – He submitted a report in July 2018. The supervisor stated no concerns with his practice. He will need to submit another report by September 30, 2018.

Radiation Therapy Poll

Jalbert contacted all but one cancer center and found that they all require ARRT certification for radiation therapy. Taking the state ARRT exam would not be a suitable pathway for radiation therapists.

Application for Licensure

R. Loepp - A motion was made to grant the license and request her to submit the ethics letter from ARRT. (Newman/Milkey/carried) [Dr. Fogarty, Colby, Jalbert absent] [Roll Call Vote – Porter (y), Dr. Keene (y), Newman (y), Milkey (y), Rennich (y), Wagner (y)] **[Bd. Office]**

Authority to Grant Licensure - A motion was made to give the Board chair the authority to grant licensure for minors in possession or minors in consumption within the last 5 years.

(Newman/Wagner/carried) [Dr. Fogarty, Colby, Jalbert absent] [Roll Call Vote – Porter (y), Dr. Keene (y), Newman (y), Milkey (y), Rennich (y), Wagner (y)] **[Bd. Office]**

Board Documents Login

The Board office will send out the login information and instructions before the next Board meeting. **[Bd. Office]**

Website Update

The Board thanked Porter and Simmons with the Board office for the work on the website. The Board members are pleased with the look and function of the improved website.

Next Meeting Date

Nothing scheduled at this time.

Adjourn

12:34 pm

Respectfully submitted,

**Shirley Porter
President**

**Jacinda Simmons
Administrative Assistant**