

**North Dakota Medical Imaging and Radiation Therapy Board
September 12, 2019
Regular Board Meeting
Peace Garden Rm, ND State Capitol
Minutes**

Call to Order

The meeting was called to order by Board President, Shirley Porter, at 9:00 am.

Present

Board Members – Shirley Porter, Tara Wagner, Cynthia Milkey, William Thompson, Brent Colby (by phone), and Kayla Moore.

Others - Jacinda Simmons, Board Staff; Allyson Hicks, Legal Counsel

{Dr. Roxanne Keene and Dr. Ted Fogarty absent} {Nuclear Medicine Technologist position vacant}

Board Mission Statement

Porter read the Board Mission Statement.

Introductions

New Board members, William Thompson and Kayla Moore, were introduced to the Board.

Board Member Per Diem

The Board will add language to the Administrative Rules draft to include a per diem for Board members. Drafted language will be reviewed at the next Board meeting.

BCI Audit

Approval of Policy Manual – A motion was made to approve the policy manual for background checks. (Milkey/Moore/carried) [Dr. Keene and Dr. Fogarty absent] [Nuclear Medicine Technologist position vacant] [Roll Call Vote – Porter (y), Milkey (y), Wagner (y), Moore (y), Thompson (y)]

Secondary Dissemination Results – The Board office will instruct any inquiring applicants to contact the FBI to obtain a copy of their record. **[Bd. Office]**

LXMO Reciprocity

A new subsection will be added to NDAC 114-02-03-01.1 for LXMO endorsement. A draft will be reviewed at the next meeting.

MSCTC LXMO Program

A new LXMO program at Minnesota State Community and Technical College was created by Ann Bell-Pfeifer. Graduates will receive a certificate and must complete clinicals.

A motion was made to approve the MSCTC program for LXMOs. (Wagner/Milkey/carried) [Dr. Keene and Dr. Fogarty absent] [Nuclear Medicine Technologist position vacant] [Roll Call Vote – Porter (y), Milkey (y), Wagner (y), Moore (y), Thompson (y)]

The Board will direct all questions about the program to the program director.

Temporary License Extension

Thomas Leggett – His temporary license will expire 10/5/2019. His father recently passed away and he has not had time to study for the exam. The temporary license is only good for 180 days and cannot be renewed. Legal counsel states Board could issue him a conditional license for a specific amount of time not to exceed 2 years.

A motion was made to grant him a conditional license for 90 days beginning 10/5/2019. (Moore/Milkey/carried) [Dr. Keene and Dr. Fogarty absent] [Nuclear Medicine Technologist position vacant] [Roll Call Vote – Porter (y), Milkey (y), Wagner (y), Moore (y), Thompson (y)]
[Bd. Office]

Scope of Practice Letter

Legal Counsel will send an email for the Board office to use when scope of practice questions are received. The letter will state that the Board cannot give out legal advice and refers them to the Law and Rules.
[Legal Counsel]

Continuing Education Questions

If a licensee is credentialed in CT or another CE-compliant modality, they should have the required CE for renewal. If they have practiced CT at any point in the 2 years preceding license renewal, they should have CE in that modality.
[Bd. Office]

Administrative Rules Review

Administrative rules were discussed. Porter will prepare a draft for the next meeting.
[Porter]

Application Review

Ryan Fossum – **A motion was made** to approve the license pending background check results. (Milkey/Wagner/carried) [Dr. Keene and Dr. Fogarty absent] [Nuclear Medicine Technologist position vacant] [Roll Call Vote – Porter (y), Milkey (y), Wagner (y), Moore (y), Thompson (y)]
[Bd. Office]

Disciplinary Action Update

T. Mohr – His quarterly reports have been received and are up-to-date.

Attorney General’s Office Board Member Training

The AG’s office will have a Board member training on October 29, 2019 at the Capitol. This is recommended for all Board members to attend. The topics concern issues about Board business, open meeting laws, and legal matters. Porter will attend.

Minutes

5/10/2019 - **A motion was made** to approve the minutes. (Wagner/Milkey/carried) [Dr. Keene and Dr. Fogarty absent] [Nuclear Medicine Technologist position vacant] [Roll Call Vote – Porter (y), Milkey (y), Wagner (y), Moore (y), Thompson (y)]
[Bd. Office]

8/20/2019 - **A motion was made** to approve the minutes. (Wagner/Milkey/carried) [Dr. Keene and Dr. Fogarty absent] [Nuclear Medicine Technologist position vacant] [Roll Call Vote – Porter (y), Milkey (y), Wagner (y), Moore (y), Thompson (y)]
[Bd. Office]

Financial Report

Everything is in line with the budget at nineteen months into the budget ending December 31, 2019. The Board is currently at a net loss of \$(30,623). License renewals, the Board’s main source of revenue, just started at the beginning of September.

A motion was made to approve the financial report. (Wagner/Milkey/carried) [Dr. Keene and Dr. Fogarty absent] [Nuclear Medicine Technologist position vacant] [Roll Call Vote – Porter (y), Milkey (y), Wagner (y), Moore (y), Thompson (y)] **[Bd. Office]**

Budget

The Board had questions about the website’s monthly fees. The Board office will gather information and bring it to the next meeting. **[Bd. Office]**

{Colby absent}

Board Office Update

Licensee Update – Currently there are 1734 licensees including 43 conditional and 45 temporary licenses.

Conditional and Temporary License Update - Those completing their first year of their conditional license have been notified. The total also includes 52 LXMOs and 8 bone densitometry technologists.

Renewal Update – Emailed notices were mailed the first week in September and the mailed notices were sent the following week. So far 60 have renewed.

Board Appointments

The Board will have three open positions soon. The nuclear medicine position is already open. The educator and rural physician positions will open at the end of October. Milkey will be retiring and Dr. Keene will be moving to Fargo.

Next Meeting Date

December 19, 2019 12:00 pm Conference Call
Special meeting to discuss budget, Administrative Rules, and discuss any application or renewal concerns.

2020 Meeting Dates

January 7, 2020 12:00 pm Conference call
Special meeting to elect officers and discuss any application or renewal concerns.

March 10, 2020 9:00 am Regular Meeting Capitol

October 8, 2020 9:00 am Regular Meeting Capitol

Adjourn

12:00 pm

Respectfully submitted,

**Shirley Porter
President**

**Jacinda Simmons
Administrative Assistant**