

**North Dakota Medical Imaging and Radiation Therapy Board
September 16, 2021
Regular Board Meeting
Held by Virtual Means
Minutes**

Call to Order

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

Present

Board Members – Shirley Porter, Brent Colby, Kayla Moore, Dr. Aaron Garman, and Melanie Murra.

Others - Jacinda Simmons, Board Staff; Allyson Hicks, Legal Counsel; Stacey Pfennig and Maureen Benz with NDBON; and Chelsea Lennon, Steve Wooden, Brett Morgan, Amy Bakke all CRNAs with NDANA, and Keith Barnhill with Premier Pain Management.

{Tara Wagner, Dr. Ted Fogarty, Amy Hofmann, and William Thompson absent}

Minutes

05/14/2021 – **A motion was made** to approve the minutes. (Dr. Garman/Moore/carried) (Wagner, Dr. Fogarty, Hofmann, and Thompson absent) [Roll Call Vote – Porter (y), Colby (y), Moore (y), Dr. Garman (y), Murra (y)] **[Bd. Office]**

6/29/2021 - **A motion was made** to approve the minutes. (Murra/Dr. Garman/carried) (Wagner, Dr. Fogarty, Hofmann, and Thompson absent) [Roll Call Vote – Porter (y), Colby (y), Moore (y), Dr. Garman (y), Murra (y)] **[Bd. Office]**

Financial Report

For twenty months into budget period ending 8/31/2021, the expenses are in line with the budget. Revenue will be coming in during the 4th quarter as renewals will begin soon.

A motion was made to approve the financial report. (Murra/Dr. Garman/carried) (Wagner, Dr. Fogarty, Hofmann, and Thompson absent) [Roll Call Vote – Porter (y), Colby (y), Moore (y), Dr. Garman (y), Murra (y)] **[Bd. Office]**

The Board office will develop a new budget for the next biennium. **[Bd. Office]**

Executive Director for the Board

The Board should first develop a job position, description, and roles/responsibilities. Legal Counsel recommends the Board refer to the ND Board of Chiropractor’s Executive Director job description. The Board wishes to still have APT, Inc. handle the day-to-day licensing and office duties. The Executive Director would handle legislation, administrative rules, background check results, and licensee questions about practice. The Board should look for someone with a medical imaging background. An Executive Director would allow for consistency and continuity while Board members term out. **[Porter]**

Board Office Update

License statistics – Total licensees – 1623; temporary licenses – 28; Conditional licenses – 48.

Huck – Conditional License Radiographer – She failed the ARRT radiographer exam 3 times and has exhausted all her attempts. Her conditional license expired 8/2/2021.

Application Timeline - A motion was made to keep applications open for 6 months, verify if their contact information and background history has changed if close to being issued at 6 months, and there are no refunds if they do not complete their application. (Murra/Dr. Garman/carried) (Wagner, Dr. Fogarty, Hofmann, and Thompson absent) [Roll Call Vote – Porter (y), Colby (y), Moore (y), Dr. Garman (y), Murra (y)] **[Bd. Office]**

Self-Report – Jessica Anderson - A motion was made to accept her self-report and approve her renewal when submitted. (Murra/Dr. Garman/carried) (Wagner, Dr. Fogarty, Hofmann, and Thompson absent) [Roll Call Vote – Porter (y), Colby (y), Moore (y), Dr. Garman (y), Murra (y)] **[Bd. Office]**

License Application – Alonso Valerio - A motion was made to grant the license. (Murra/Dr. Garman/carried) (Wagner, Dr. Fogarty, Hofmann, and Thompson absent) [Roll Call Vote – Porter (y), Colby (y), Moore (y), Dr. Garman (y), Murra (y)] **[Bd. Office]**

Board Member Emails

The Board reviewed information and estimates from both ND State Information Technology Department and Net Center, which APT uses for support and emails.

A motion was made to proceed with Net Center for Board member emails with general board position emails and change passwords when the Board member leaves. (Murra/Dr. Garman/carried) (Wagner, Dr. Fogarty, Hofmann, and Thompson absent) [Roll Call Vote – Porter (y), Colby (y), Moore (y), Dr. Garman (y), Murra (y)] **[Bd. Office]**

Attorney General Seminar

The seminar will be on October 19, 2021, and has been moved to a virtual means. Porter, Hofmann, and the Board office will attend. The seminar will also be recorded so Board members can watch at a later date. Board members should watch a few sections and email the Board office with which ones they viewed.

License Applicants

Nothing to report.

License Renewal Update

A handful of licensees have already renewed. There are a few issues being worked on by Albertson Consulting who manages the website and online database. The Board will send a notice out to licensees in the next couple of weeks. **[Bd. Office]**

CE Questions – No questions at this time.

CE Broker

CE Broker has many of the same features and services that the Board currently has with Albertson's. Porter will talk to NDBON, ND PT Board, and ND Counselor Board to get their thoughts about their features. Who pays the fees – the Board or the licensee? The Board will continue to use their current system with Albertson's but will consider using CE Broker if needed in the future. Tabled to the next meeting. **[Porter]**

LXMO Update

Three LXMOs (2 LPNs and 1 MLT) have completed all requirements and have full licensure. Another three applicants are working on clinicals, with one being almost ready for the exam.

There are two individuals in MN who have not passed the MN exam yet. MN does not require clinicals to be completed. Employers are having them do clinicals in ND, so they are better prepared to retake the MN exam. They do not intend to ever work in ND. Legal Counsel will research this for the next meeting. **[Legal Counsel]**

{Dr. Garman absent, lack of quorum}

There are two conditional LXMOs who are using their third and final attempt for the exam. One is scheduled to take the exam in October. The other one has not contacted the Board to retake the exam. Tabled to next meeting.

Didactic LXMO Program by CE Provider

Program is not affiliated with a college or hospital. Tabled to next meeting so Wagner and Hofmann can be available.

{Dr. Fogarty present}

Joint Fluoroscopy Position Statement with NDBON

A motion was made to revise joint statement with adjusting requirements from 60 to 40 didactic hours. (Murra/Dr. Garman/carried) (Wagner, Dr. Fogarty, Hofmann, and Thompson absent) [Roll Call Vote – Porter (y), Colby (y), Moore (y), Dr. Garman (y), Murra (y)] **[Bd. Office]**

Comment period with NDBON ends October 28, 2021.

{Dr. Garman present}

{Dr. Fogarty absent}

Approved List of Licensees

A motion was made to approve the list. (Murra/Dr. Garman/carried) (Wagner, Dr. Fogarty, Hofmann, and Thompson absent) [Roll Call Vote – Porter (y), Colby (y), Moore (y), Dr. Garman (y), Murra (y)] **[Bd. Office]**

{Dr. Garman absent}

{Dr. Fogarty present}

Board Appointments

Moore has been reappointed to the Board through 7/31/2025. Legal counsel will check with the Governor's office on Dr. Fogarty's residency in Nebraska. **[Legal Counsel]**

The Governor's Board website has been automated to update and reappoint Board members. The Board office may get notifications.

Other

The Board office should contact Legal Counsel if employers are concerned about licensee shortages.

NDMIRTB September 16, 2021 Minutes

2022 Meeting Dates

March 17, 24, or April 14

September 15, 22, or October 13

Next Meeting Date

November 3 or 4, 2021 – Board Office will check on availability with Board and virtual platform.

Adjourn 12:53 pm

Respectfully submitted,

Shirley Porter
President

Jacinda Simmons
Administrative Assistant