

**North Dakota Medical Imaging and Radiation Therapy Board
July 7, 2022
Special Board Meeting
Held at the Board office and by Virtual Means
Minutes**

Call to Order

The special meeting was called to order by Board President, Shirley Porter, at 1:00 pm.

Present

Board Members – Shirley Porter, Brent Colby, Tara Wagner, Kayla Moore, Melanie Murra, Amy Hofmann, and Dr. Michael McIntee.

Others - Jacinda Simmons, Board Staff; Allyson Hicks, Legal Counsel; as well as members of the public in virtual attendance.

{Dr. Aaron Garman and William Thompson absent}

Minutes

5/27/2022 – A motion was made to approve the minutes. (Dr. McIntee/Wagner/carried) [Dr. Garman & Thompson absent] [Roll Call Vote – Porter (y), Colby (y), Wagner (y), Hofmann (y), Moore (y), Murra (y), Dr. McIntee (y)] **[Bd. Office]**

Ethical Inquiry

Colby submitted the inquiry and abstained from discussion. He will submit the required complaint form. **[Colby]**

Legal Counsel will send a letter to the licensee with additional questions about who the subjects were – adult or pediatric; and if it has happened before. Legal counsel will also send a letter to the employer if there is a PACS file and security footage to access and for the medical records of the person that was scanned. **[Legal Counsel]**

Legal counsel advised against notifying new employer of complaint, but Board would notify them if there was a disciplinary action by the Board. **[Legal Counsel]**

A motion was made to request the above information. (Dr. McIntee/Murra/carried) [Dr. Garman & Thompson absent] [Roll Call Vote – Porter (y), Colby (abstains), Wagner (y), Hofmann (y), Moore (y), Murra (y), Dr. McIntee (y)]

BCI Update/Changes

BCI began emailing background check results to Porter on June 20. Results are deleted once printed and are not stored on the computer. Porter will continue to print and file them since they do fall under the Board’s records retention requirements.

A motion was made to continue printing and filing background check results. (Hofmann/Moore/carried) [Dr. Garman & Thompson absent] [Roll Call Vote – Porter (y), Colby (y), Wagner (y), Hofmann (y), Moore (y), Murra (y), Dr. McIntee (y)] **[Porter]**

Board accepted Porter’s request to be reimbursed for paper and ink to print results.

Bone Densitometry Conditional License Update

Siders & Reindel – They are both working towards completing the education and licensure requirements.

LXMO Conditional License

Schwabrow – She will need to submit a petition, transcripts, and related documents. Her program for medical assistant was only 9 months. Porter will get more information from NDBON about the medical assistant program. **[Porter]**

Feist – He is a former radiographer for 37 years. He no longer is registered with ARRT and retired from practice in 2015.

Legal counsel states that he is not eligible for the license unless he passes the LXMO exam. The Board cannot grandfather him for the LXMO license but could issue him a conditional license without the clinical requirement.

Hofmann requested a letter from his employer asking how long he worked there, type of employment, what equipment he used, and what patient volume he had. **[Porter]**

NDBON Fluoroscopy Applicants

Porter will work with the NDBON to make sure these applicants are qualified in accordance with this Board's standards. **[Porter]**

Board Office Updates

APT, Inc. accepted and signed contract.

Porter and Board office are updating the online applications with Albertsons.

ND Dept. Of Commerce survey was completed by Porter and the Board office.

Legal counsel will contact the ND Hospital Association and Porter will contact the ND Medical Association about the new process of BCI emailing background check results.

Board office has a licensee with a recent conviction. It will be on the next agenda as the criminal judgment was received this morning. **[Bd. Office]**

Board Appointments

The radiographer and rural physician positions are open. Porter is terming off the Board and Dr. Garman is no longer able to serve.

CE Audits

The Board will need to decide the process and the percentage of licensees to audit.

Executive Director

Due to an unfortunate communication error in the Board office, Executive Director interviews were not held. They will be rescheduled for July 14, 2022, at 11:30 am.

Adjourn 2:50 pm

Respectfully submitted,

Shirley Porter
President

Jacinda Simmons
Administrative Assistant