

**North Dakota Medical Imaging and Radiation Therapy Board  
January 3, 2024  
Special Board Meeting  
Held at the Board office and by Virtual Means  
Minutes**

**Call to Order**

The regular meeting was called to order by Board President, Amy Hofmann, at 4:00 pm. The Mission Statement of the Board was read by Porter.

**Present**

Board Members – Amy Hofmann, Amanda Grocott, Melanie Murra, Dr. Ryan Hegge, Tara Wagner, and Kayla Moore.  
Others - Shirley Porter, Executive Director; Jacinda Simmons, Board Staff; Allyson Hicks, Legal Counsel; Austin Lafferty, Legal Counsel, as well as members of the public in virtual attendance.

***{Ryan Kalmoe absent}***

***{Rural physician and public member positions vacant}***

Porter reminded Board members to logout of Secure Documents when they are done using the program.

**Minutes**

**11/20/2023 – A motion was made** to approve the minutes. (Grocott/Wagner/carried) [Kalmoe absent] (Rural physician and public member positions vacant] [Roll Call Vote – Hofmann (y), Grocott (y), Murra (y), Wagner (y), Dr. Hegge (y), Moore (y)] **[Bd. Office]**

**Complaint Review**

**Small** – She has not responded to the Board’s request for a response. Her license did expire 12/31/2023 and she has not renewed. The Board has made multiple attempts to contact both via mail and email.

**A motion was made** to begin the litigation process to suspend the sonography license. (Moore/Murra/carried) [Kalmoe absent] (Rural physician and public member positions vacant] [Roll Call Vote – Hofmann (y), Grocott (y), Murra (y), Wagner (y), Dr. Hegge (y), Moore (y)] **[Legal Counsel]**

**Application Review**

**Lund** – Submitted a renewal application and self-reported an Oregon Settlement Agreement. She fulfilled all her settlement agreement requirements regarding unprofessional conduct in Oregon and did not renew her license there. Board has more questions about her allegations.

**A motion was made** to request more information and Moore will work with Executive Director to review. (Moore/Grocott/carried) [Kalmoe absent] (Rural physician and public member positions vacant] [Roll Call Vote – Hofmann (y), Grocott (y), Murra (y), Wagner (y), Dr. Hegge (y), Moore (y)] **[Moore & Porter]**

Her license did expire 12/31/2023 and she no longer has a license, as the Board makes contact to request additional information. If she is still wishes to practice, the Board may issue a temporary provisional permit, allowing for a timeframe to respond to Board concerns and questions.

**A motion was made** to issue a temporary provisional permit to expire on 4/1/2024.  
(Grocott/Wagner/carried) [Kalmoe absent] (Rural physician and public member positions vacant)  
[Roll Call Vote – Hofmann (y), Grocott (y), Murra (y), Wagner (y), Dr. Hegge (y), Moore (y)]  
**[Bd. Office]**

**Alyssa Hovet** – She applied to renew her license. Her settlement agreement expires 12/31/2025, she provided additional details and self-reporting in her renewal application.

**A motion was made** to grant her license renewal to 12/31/2025. (Moore/Murra/carried) [Kalmoe absent] (Rural physician and public member positions vacant) [Roll Call Vote – Hofmann (y), Grocott (y), Murra (y), Wagner (y), Dr. Hegge (y), Moore (y)]  
**[Bd. Office]**

#### **Approve Licensee List 10/21/2023 to 12/31/2023**

**A motion was made** to approve the list of licensees of October 21, 2023 to December 31, 2023.  
(Wagner/Moore/carried) [Kalmoe absent] (Rural physician and public member positions vacant)  
[Roll Call Vote – Hofmann (y), Grocott (y), Murra (y), Wagner (y), Dr. Hegge (y), Moore (y)]  
**[Bd. Office]**

#### **Approve Renewed Licenses**

**A motion was made** to approve the list of renewed licensees. (Wagner/Grocott/carried) [Kalmoe absent] (Rural physician and public member positions vacant) [Roll Call Vote – Hofmann (y), Grocott (y), Murra (y), Wagner (y), Dr. Hegge (y), Moore (y)]  
**[Bd. Office]**

#### **Labor Commissioner Survey**

The Board review the draft responses to the survey. During their surveyed 5-year timeline, the Board has had 391 applicants apply from out-of-state. Most of those are radiographers at 298. There have been five military members and five military spouses who have applied. The Board has not denied any licenses.

Porter and the Board office will work with Albertson staff to gather the additional detailed data they requested. The Board cannot easily access the background check dates as they are tracked manually to accurately comply with their request of information.

The Board will meet with the Labor Commissioner on May 2, 2024, at 4 pm.

**A motion was made** to approve the responses as reviewed by the Board.  
(Grocott/Wagner/carried) [Kalmoe absent] (Rural physician and public member positions vacant)  
[Roll Call Vote – Hofmann (y), Grocott (y), Murra (y), Wagner (y), Dr. Hegge (y), Moore (y)]  
**[Bd. Office]**

#### **Board Office Update**

The renewal is winding down as the deadline to renew before expiration was 12/31/2023. The Board office will add a list of non-renewed to the Board's website.  
**[Bd. Office]**

The Board no longer has a fax number due to a steep increase in cost to APT.

**Executive Director Updates**

**Wamberg Update** – She emailed the Board office on November 18, 2023, asking for her ND radiographer license and her settlement agreement to be terminated as of November 20, 2023. Porter responded that her license had expired on November 19, but her settlement agreement was not terminated should she ever reinstate her license.

**Kirkwood Bank & Trust** – They notified the Board of a data breach from one of its vendors. The Board has 3 CDs at this bank, and they are all secure. Moore and Porter both have information on file for those CDs. They have enrolled in the free Identity Monitoring program for 24 months.

**Audit** – Brady Martz is finishing gathering documents and will have an audit report ready for the next meeting.

**Next Meeting**

The next regular hybrid Board meeting is March 28, 2024, at 4 pm CT.

**New Legal Counsel**

Hicks is moving out of working with Boards and this is her last meeting. Her replacement is Austin Lafferty.

**Adjourn**

5:35 pm

**Respectfully submitted,  
Shirley Porter  
Executive Director**

**Jacinda Simmons  
Administrator**