

**North Dakota Medical Imaging and Radiation Therapy Board  
May 2, 2024  
Special Board Meeting  
Held by Virtual Means  
Minutes**

**Call to Order**

The regular meeting was called to order by Board President, Amy Hofmann, at 3:30 pm. The Mission Statement of the Board was read by Porter.

**Present**

Board Members – Amy Hofmann, Amanda Grocott, Dr. Ryan Hegge, Kayla Moore, Ryan Kalmoe, Dr. Ryan Zimmerman.

Others - Shirley Porter, Executive Director; Jacinda Simmons, Board Staff; Austin Lafferty, Legal Counsel; Nathan Svihovec, ND Labor Commissioner; Carolyn Laird, Research Assistant with ND Dept. of Labor & Human Rights; as well as members of the public in virtual attendance.

**{Melanie Murra and Tara Wagner absent}**

**{Public member position vacant}**

**Minutes**

**03/28/2024 – A motion was made** to approve the minutes. (Grocott/Kalmoe/carried) [Murra and Wagner absent] (Public member position vacant) [Roll Call Vote – Hofmann (y), Grocott (y), Dr. Hegge (y), Kalmoe (y), Dr. Zimmerman (y), Moore (y)] **[Bd. Office]**

**Approve Licensee List 03/23/2024 – 04/30/2024**

**A motion was made** to approve the list of licensees from March 23, 2024, to April 30, 2024. (Moore/Grocott/carried) [Murra and Wagner absent] (Public member position vacant) [Roll Call Vote – Hofmann (y), Grocott (y), Dr. Hegge (y), Kalmoe (y), Dr. Zimmerman (y), Moore (y)] **[Bd. Office]**

**Board Office Updates**

Updates to the Board’s website including the licensee dashboard was noted. Board members were encouraged to login to their dashboard to see the new features.

The initial application was down yesterday due to some errors but was working again today.

**Finances/Budget/Procurement Contract**

**Finances** – Still not financial reports available from January 2024 to current...still PENDING from Lori.

**Budget - A motion was made** to table discussion of moving financial services outside of APT, Inc. until the September meeting, after the next audit is completed. (Dr. Zimmerman/Kalmoe/carried) [Murra and Wagner absent] (Public member position vacant) [Roll Call Vote – Hofmann (y), Grocott (y), Dr. Hegge (y), Kalmoe (y), Dr. Zimmerman (y), Moore (y)]

**Procurement Contract** – It is good practice to make amendments to match the state contract.

**A motion was made** to amend the participating addendum and continue with APT, Inc. (Grocott/Kalmoe/carried) [Murra and Wagner absent] (Public member position vacant] [Roll Call Vote – Hofmann (y), Grocott (y), Dr. Hegge (y), Kalmoe (y), Dr. Zimmerman (y), Moore (y)] **[Porter]**

**Budget Provisions - A motion was made** to approve the approve changes to budget line items 27, 46, and 47. (Kalmoe/Grocott/carried) [Murra and Wagner absent] (Public member position vacant] [Roll Call Vote – Hofmann (y), Grocott (y), Dr. Hegge (y), Kalmoe (y), Dr. Zimmerman (y), Moore (y)] **[Porter]**

### **Executive Director Updates**

At the September meeting, Lafferty will do an Open Meetings and Open Records review and Rebecca Binstock will do an Ethics Review if her schedule allows.

### **Labor Commissioner**

Nathan Svihovec, the ND Labor Commissioner, and his research assistant, Carolyn Laird were present. The study was voted on by legislators questioning if licensure can happen quicker without jeopardizing public safety. He said the Board's survey answers were thorough and well-answered. Their deadline to submit their report to the legislators is October 25, 2024. Any proposed legislation would come after that. He also asked the Board questions to clarify licensure processes and procedures, including background checks, continuing education, and timeline for licensure.

### ***[Dr. Zimmerman and Kalmoe absent. No quorum present.]***

The Board expressed concerns regarding BCI processing background checks and Board members being appointed. Svihovec was pleased that the Board networked with other Boards.

For the data that was requested, most Boards did not have the licensure data the survey requested.

The generated report draft will be sent out to Boards for review before being finalized.

### ***[Dr. Hegge absent]***

They also sent out a survey to state associations and unions, but response was not mandatory. They got about 40% response. Porter requests them to send that report. The interim hearing will be held in July 2024.

### **Adjourn**

5:35 pm

**Respectfully submitted,**

**Shirley Porter**  
**Executive Director**

**Jacinda Simmons**  
**Administrator**