

**RADIOGRAPHY EXAMINING BOARD
WEB/VIRTUAL MEETING MINUTES
April 22, 2014**

PRESENT: Susan Sanson

PRESENT VIA GOTOMEETING: Gregg Bogost, M.D.; Kelley Grant; James Lemerond

STAFF: Tom Ryan, Executive Director; Gretchen Mrozinski, Legal Counsel; Daniel Agne, Bureau Assistant; and other Department staff

CALL TO ORDER

Susan Sanson, Chair, called the meeting to order at 9:05 A.M. A quorum of four (4) members was confirmed.

ADOPTION OF AGENDA

MOTION: Gregg Bogost moved, seconded by Kelley Grant, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: James Lemerond moved, seconded by Kelley Grant, to approve the minutes of April 9, 2013 as published. Motion carried unanimously.

ADMINISTRATIVE MATTERS

ELECTION OF OFFICERS

BOARD CHAIR

NOMINATION: Gregg Bogost nominated Susan Sanson for the Office of Board Chair. Nomination carried.

Tom Ryan called for other nominations three (3) times.

Susan Sanson was elected as Board Chair.

VICE CHAIR

NOMINATION: Susan Sanson nominated James Lemerond for the Office of Vice Chair. Nomination carried.

Tom Ryan called for other nominations three (3) times.

James Lemerond was elected as Vice Chair.

SECRETARY

NOMINATION: Susan Sanson nominated Kelley Grant for the Office of Secretary.
Nomination carried.

Tom Ryan called for other nominations three (3) times.

Kelley Grant was elected as Secretary.

| 2014 ELECTION RESULTS | |
|------------------------------|----------------|
| Board Chair | Susan Sanson |
| Vice Chair | James Lemerond |
| Secretary | Kelley Grant |

APPOINTMENT OF LIAISONS, ALTERNATES, AND DELEGATES

MOTION: Gregg Bogost moved, seconded by James Lemerond, to approve the following appointments made by the Chair:

- a) **Credentialing Liaisons:** Susan Sanson; Kelley Grant
- b) **Legislative Liaisons:** Gregg Bogost; Susan Sanson
- c) **Monitoring Liaison:** Kelley Grant
(James Lemerond as the Alternate)
- d) **Education & Exams Liaison:** James Lemerond
(Kelley Grant as the Alternate)
- e) **Digest Advisors:** (None)
- f) **Professional Assistance Procedure (PAP) Liaison:** James Lemerond
(Kelley Grant as the Alternate)
- g) **Practice Question Liaisons:** Susan Sanson; Kelley Grant
- h) **Travel Liaison:** Susan Sanson
- i) **Rules Liaison:** Susan Sanson
(James Lemerond as the Alternate)
- j) **Website Liaison:** Kelley Grant
- k) **Screening Panel:** Kelley Grant; James Lemerond

Motion carried unanimously.

DELEGATED AUTHORITY MOTIONS

MOTION: Gregg Bogost moved, seconded by Kelley Grant, that the Board delegates authority to the Chair (or order of succession) to sign documents on behalf of the Board. In order to carry out duties of the Board, the Chair has the ability to delegate this signature authority for purposes of facilitating the completion of assignments during or between meetings. The Chair delegates the authority to a Department representative to sign the name of the Chair (or order of succession), or any and all Board members, on documents as necessary. Motion carried unanimously.

MOTION: Gregg Bogost moved, seconded by Kelley Grant, that, in order to facilitate the completion of assignments between meetings, the Board delegates its authority by order of succession to the Chair, highest ranking officer, or longest serving member of the Board, to appoint liaisons to the Department to act in urgent matters and to act when knowledge or experience in the profession is required to carry out the duties of the Board in accordance with the law. Motion carried unanimously.

MOTION: James Lemerond moved, seconded by Kelley Grant, to adopt the Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor document as presented in today's agenda packet. Motion carried unanimously.

PRACTICE QUESTIONS

PRACTICES LICENSED AND TERM – AMERICAN SOCIETY OF RADIOLOGIC TECHNOLOGISTS (ASRT)

This matter will be reviewed further by the Board Chair and the Executive Director.

EDUCATION AND EXAMINATION MATTERS

AMERICAN REGISTRY OF RADIOLOGIC TECHNOLOGISTS (ARRT) – EXAMINATION SECURITY BREACH – LIMITED SCOPE OF PRACTICE IN RADIOGRAPHY AND BONE DENSITOMETRY EQUIPMENT OPERATOR EXAMINATIONS

Aaron Knautz, Department Licensing Examination Specialist, appeared before the Board to discuss the ARRT examination security breach. No action was taken.

DSPS JOB READINESS INITIATIVE

The Board discussed the Job Readiness Initiative. No action was taken.

CLOSED SESSION

MOTION: Kelley Grant moved, seconded by James Lemerond, to convene to Closed Session to deliberate on cases following hearing (§ 19.85(1) (a), Stats.); to consider licensure or certification of individuals (§ 19.85 (1) (b), Stats.); to consider closing disciplinary investigations with administrative warnings (§ 19.85 (1) (b), Stats. and § 440.205, Stats.); to consider individual histories or disciplinary data (§ 19.85 (1) (f), Stats.); and to confer with legal counsel (§ 19.85 (1) (g), Stats.). The Chair read the language of the motion aloud for the record. The vote of each member was ascertained by voice vote. Roll Call Vote: Gregg Bogost - yes; Kelley Grant - yes; James Lemerond - yes; Susan Sanson - yes. Motion carried unanimously.

The Board convened into Closed Session at 9:57 A.M.

RECONVENE TO OPEN SESSION

MOTION: Kelley Grant moved, seconded by James Lemerond, to reconvene in Open Session at 10:28 A.M. Motion carried unanimously.

PROPOSED STIPULATIONS, FINAL DECISIONS, AND ORDERS

13 RAD 001 DAVID DEGROOT

MOTION: James Lemerond moved, seconded by Kelley Grant, to adopt the Findings of Fact, Conclusions of Law, Stipulation, and Order, in the matter of 13 RAD 001 – David DeGroot. Motion carried unanimously.

13 RAD 008 NATHAN KOTEWA

MOTION: James Lemerond moved, seconded by Gregg Bogost, to adopt the Findings of Fact, Conclusions of Law, Stipulation, and Order, in the matter of 13 RAD 008 – Nathan Kotewa. Motion carried unanimously.

ADMINISTRATIVE WARNINGS

MOTION: Gregg Bogost moved, seconded by James Lemerond, to issue the Administrative Warning in the matter of 12 RAD 004 against Michelle Keyzer, R.T.R. Motion carried unanimously.

MOTION: James Lemerond moved, seconded by Kelley Grant, to issue the Administrative Warning in the matter of 12 RAD 004 against Amy Meyer, R.T.R. Motion carried unanimously.

CASE CLOSINGS

MOTION: James Lemerond moved, seconded by Gregg Bogost, to close case number 13 RAD 004, against L.A., for no violation (NV). Motion carried unanimously.

**VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION,
IF VOTING IS APPROPRIATE**

MOTION: Kelley Grant moved, seconded by Gregg Bogost, to affirm all Motions made and Votes taken in Closed Session. Motion carried unanimously.

RATIFICATION OF LICENSES AND CERTIFICATES

MOTION: Gregg Bogost moved, seconded by James Lemerond, to delegate ratification of examination results to DSPS staff and to ratify all licenses and certificates as issued. Motion carried unanimously.

ADJOURNMENT

MOTION: Kelley Grant moved, seconded by James Lemerond, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:37 A.M.