

**RADIOGRAPHY EXAMINING BOARD
MEETING MINUTES
March 1, 2017**

PRESENT: Donald Borst, *Thomas Frenn (arrived at 9:08)*, Michele Goodweiler, Tracy Marshall, Heidi Nichols

STAFF: Tom Ryan, Executive Director; Laura Smith, Bureau Assistant; and other Department staff

CALL TO ORDER

Donald Borst, Chair, called the meeting to order at 9:02 a.m. A quorum of four (4) members was confirmed.

ADOPTION OF AGENDA

MOTION: Michele Goodweiler moved, seconded by Heidi Nichols, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Tracy Marshall moved, seconded by Michele Goodweiler, to approve the minutes of November 30, 2016 as published. Motion carried unanimously.

ADMINISTRATIVE UPDATES

Election of Officers

Board Chair

NOMINATION: Michele Goodweiler nominated Donald Borst for the Office of Board Chair.

Tom Ryan called for nominations three (3) times.

Donald Borst was elected as Chair by unanimous consent.

Vice Chair

NOMINATION: Michele Goodweiler nominated Tracy Marshall for the Office of Vice Chair.

Tom Ryan called for nominations three (3) times.

Tracy Marshall was elected as Vice Chair by unanimous consent.

(Thomas Frenn joined the meeting at 9:08 a.m.)

Secretary

NOMINATION: Heidi Nichols nominated Michele Goodweiler for the Office of Secretary.

Tom Ryan called for nominations three (3) times.

Michele Goodweiler was elected as Secretary by unanimous consent.

2017 ELECTION OF OFFICERS	
Board Chair	Donald Borst
Vice Chair	Tracy Marshall
Secretary	Michele Goodweiler

Appointment of Liaisons

2017 LIAISON APPOINTMENTS	
Credentialing Liaison	Donald Borst <i>Alternate: Tracy Marshall</i>
Legislative Liaison	Michele Goodweiler <i>Alternate: Donald Borst</i>
Monitoring Liaison	Heidi Nichols <i>Alternate: Michele Goodweiler</i>
Education and Exams Liaison	Heidi Nichols <i>Alternate: Donald Borst</i>
Professional Assistance Procedure (PAP) Liaison	Tracy Marshall <i>Alternate: Michele Goodweiler</i>
Practice Question Liaison	Heidi Nichols <i>Alternate: Michele Goodweiler</i>
Travel Liaison	Donald Borst
Website Liaison	Michele Goodweiler
Rules Liaison	Donald Borst <i>Alternate: Tracy Marshall</i>
Screening Panel	Donald Borst, Tracy Marshall

MOTION: Michele Goodweiler moved, seconded by Thomas Frenn, to affirm the Chair's appointment of liaisons for 2017. Motion carried unanimously.

Delegated Authorities

Delegated Authority for Urgent Matters

MOTION: Michele Goodweiler moved, seconded by Heidi Nichols, 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, make appointments to vacant liaison, panel and committee positions, 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.

Delegated Authority for Application Denial Reviews

MOTION: Michele Goodweiler moved, seconded by Heidi Nichols that the Board counsel or another department attorney is formally authorized to serve as the Board's designee for purposes of Wis. Admin Code § SPS 1.08(1). Motion carried unanimously.

Document Signature Delegation

MOTION: Michele Goodweiler moved, seconded by Heidi Nichols, to delegate authority to the Chair or chief presiding officer, or longest serving member of the Board, by order of succession, to sign documents on behalf of the Board. In order to carry out duties of the Board, the Chair, chief presiding officer, or longest serving member of the Board, has the ability to delegate this signature authority for purposes of facilitating the completion of assignments during or between meetings. The Chair, chief presiding officer, or longest serving member of the Board delegates the authority to Executive Director or designee to sign the name of any Board member on documents as necessary and appropriate. Motion carried unanimously.

Credentialing Authority Delegations

MOTION: Michele Goodweiler moved, seconded by Heidi Nichols to delegate authority to the Credentialing Liaisons to address all issues related to credentialing matters except potential denial decisions should be referred to the full Board for final determination. Motion carried unanimously.

MOTION: Michele Goodweiler moved, seconded by Heidi Nichols, to delegate credentialing authority to DSPS for those submitted applications that meet the criteria of Rule and Statute and thereby would not need further Board or Board liaison review. Motion carried unanimously.

Monitoring Delegation

MOTION: Michele Goodweiler moved, seconded by Heidi Nichols, to adopt the 'Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor; document as presented. Motion carried unanimously.

Travel Delegation

MOTION: Michele Goodweiler moved, seconded by Heidi Nichols, to authorize the travel liaison to approve all Board travel. Motion carried unanimously.

9:00 A.M. PUBLIC HEARING ON CLEARINGHOUSE RULE 16-091 – RAD 1 RELATING TO DEFINITION OF LICENSED INDEPENDENT PRACTITIONER

MOTION: Michele Goodweiler moved, seconded by Heidi Nichols, to accept all Clearinghouse comments for CR 16-091 relating to definition of licensed independent practitioner. Motion carried unanimously.

MOTION: Tracy Marshall moved, seconded by Donald Borst, to authorize the Chair to approve the Legislative Report and Draft for Clearinghouse Rule 16-091 revising RAD 1 for submission to the Governor's Office and Legislature. Motion carried unanimously.

CLOSED SESSION

MOTION: Thomas Frenn moved, seconded by Michele Goodweiler, 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: Donald Borst – yes; Thomas Frenn – yes; Michele Goodweiler – yes; Tracy Marshall – yes; Heidi Nichols – yes. Motion carried unanimously.

The Board convened into Closed Session at 9:33 a.m.

RECONVENE TO OPEN SESSION

MOTION: Heidi Nichols moved, seconded by Michele Goodweiler, to reconvene in Open Session. Motion carried unanimously.

The Board reconvened in Open Session at 9:35 a.m.

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

MOTION: Tracy Marshall moved, seconded by Donald Borst, to affirm all Motions made and Votes taken in Closed Session. Motion carried unanimously.

(Be advised that any recusals or abstentions reflected in the closed session motions stand for the purposes of the affirmation vote.)

DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS

Administrative Warnings

16 RAD 006 – M.A.P.

MOTION: Michele Goodweiler moved, seconded by Donald Borst, to issue an Administrative Warning in the matter of DLSC case number 16 RAD 006 (M.A.P.). Motion carried unanimously.

RATIFICATION OF EXAMINATION RESULTS AND RATIFICATION OF LICENSES AND CERTIFICATES

MOTION: Heidi Nichols moved, seconded by Donald Borst, to delegate ratification of examination results to DSPS staff and to ratify all licenses and certificates as issued. Motion carried unanimously.

MOTION: Donald Borst moved, seconded by Michele Goodweiler, to delegate signature authority to Department staff for the Administrative Warning approved at this meeting. Motion carried unanimously.

ADJOURNMENT

MOTION: Michele Goodweiler moved, seconded by Tracy Marshall, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 9:39 a.m.