



Tennessee Board of Medical Examiners'  
Committee for Clinical Perfusion

Tuesday, April 24, 2018

MINUTES

Board members present: Dorris "Bill" Dozier, CCP  
Wendy Menowsky, CCP

Staff present: Nathaniel Flinchbaugh, Esq, General Counsel  
Samuel Moore, General Counsel  
Rene Saunders, M.D., Medical Director  
Stacy Tarr, Administrative Director  
Stevev Delk, Board Administrator

There was no quorum so the meeting was not called to order. There were reports presented to the Committee members present.

**Mid-Year 2018 Fiscal Report was presented by Noranda French**

- As of the third (3<sup>rd</sup>) quarter this Committee has generated twenty-one thousand five hundred dollars (\$21,500) in revenue.
- In a comparison of direct expenditures from December 31, 2016 to December 31, 2017, direct expenditures are mostly in line with each other, salaries and wages are slightly higher.
- Allocated expenditures from December 31, 2016 to December 31, 2017-Administration and investigation are lower and legal is slightly higher and cash office is the same.

Description	FY 2017	Projection FY 2018	Current
Salaries & Wages	4,460.24	5,316.58	4,430.18
Employee Benefits	1,434.32	3,800.13	3,160.13
<b>Payroll Expenditures</b>	<b>5,894.56</b>	<b>9,116.71</b>	<b>7,590.31</b>
Communications	1,62.35	197.62	126.16
Professional Services & Dues	2,38.89	759.29	433.88
State Professional Services	198.12	277.63	95.97
<b>Total Other Expenditures</b>	<b>599.36</b>	<b>1,234.54</b>	<b>656.01</b>
<b>Total Direct Expenditures</b>	<b>6,493.92</b>	<b>10,351.25</b>	<b>8,246.32</b>
Administration	908.20	988.86	484.87
Investigations	0.00	1,172.54	670.02
Legal	2,296.11	8,741.83	4,995.33
Cash Office	99.65	103.57	51.78
<b>Total Allocated Expenditures</b>	<b>3,303.95</b>	<b>11,006.80</b>	<b>6,202.00</b>
<b>Total Expenditures</b>	<b>9,797.87</b>	<b>21,358.05</b>	<b>14,448.32</b>
Board Fee Revenue	20,070.00	27,730.00	15,280.00
Current Year Net	10,272.13	6,371.95	831.68
(LARS)	(908.41)	(736.50)	(420.86)
<b>Cumulative Carryover</b>	<b>140,407.28</b>	<b>146,042.73</b>	<b>140,818.10</b>

- Per diems will show in travel; however this is the first meeting so that is why nothing is there or projected. We showed Professional Services and Dues slightly higher, so it should even out.
- Legal projections are based on the current hours along with a three percent (3%) modifier to allow a little cushion.
- We feel good about the fee change; we haven't had a full year but will continue to track it.
- It was asked what the recommended balance is and what are other commissions doing with the carryover and can it be used for educational purposes. Ms. French stated there is not a baseline that we try to stay under. The carryover use is highly restricted by statute. Things that get approved for carryover are technological advancements that are used to enhance the lives of licensees and are used to perform enhancements.

**Office of Investigations Report was presented by Lori Leonard**

- There are no complaints currently in investigations and no complaints that are being monitored.
- The last complaint was in 2013.

***\*At this time it was determined that an emergency teleconference meeting was needed so a quorum could be established.***

Good Morning my name is Stacy Tarr. In order to ensure all requirements are met to have a valid teleconference there are several formalities that must first be accomplished. To ensure each participant is connected, a roll call is required.

As I state your name please make your presence known:

- Mr. Dozier – “here”
- Dr. Reddy – “present”
- Wendy Menowsky – “here”
- Mr. Smith – “here”

We have scheduled this electronic meeting for the purpose of ratifying the initial approval of applications whose approvals are set to expire soon. Tenn. Code Ann. § 63-1-142 authorizes Committee consultants and members to make an initial determination as to whether an applicant has met all of the requirements for licensure. This statute also states that “in no event shall the temporary authorization issued pursuant to an initial determination made by a Committee member or a Committee designee be effective for longer than a six-month period measured from the date of issuance.”

Because this Committee has been unable to convene a quorum, for a regularly scheduled in-person meeting, this emergency meeting is necessary in order to remain compliant with TCA 63-1-142.

If the Committee wishes to proceed to conduct this electronic meeting for the aforementioned purpose, we need a motion and a roll call vote.

Motion is made by Wendy Menowsky

Second made by Mr. Dozier

As I state your name please state your vote on the motion:

- Mr. Dozier-Aye
- Mr. Smith-Aye
- Dr. Reddy-Aye
- Ms. Menowsky-Aye

Only certain matters are proper for a teleconference; accordingly, I need a motion and a second followed by a roll call vote if the matter or matters to be discussed today meet the following requirements:

- The subject matter requires timely action:
- The physical presence of all members is not possible considering the period of time required for action; and
- The participation by some or all of the members of the Committee electronically is necessary.

Motion is made by Mr. Dozier  
Second made by Ms. Menowsky

As I state your name please state your vote on the motion.

- Mr. Dozier-Aye
- Mr. Smith-Aye
- Dr. Reddy-Aye
- Ms. Menowsky-Aye

That's covers the requirements for a teleconference. As the meeting continues, please introduce yourself each time you speak. I will now turn this teleconference over to Mr. Dozier.

The Committee reviewed the list of new licensees and Ms. Tarr read the names listed for the committee members present by teleconference (Dr. Reddy and Mr. Smith).

Motion is made by Mr. Smith to approve applicants for licensure.  
Second was made by Dr. Reddy.

Roll call vote:

- Mr. Dozier-Aye
- Mr. Smith-Aye
- Dr. Reddy-Aye
- Ms. Menowsky-Aye

A motion was made to adjourn the meeting by Mr. Dozier  
Second made by Ms. Menowsky

Meeting was adjourned.