

MINUTES

Perfusionist Advisory Committee
of the North Carolina Medical Board

July 10, 2014

**1203 Front Street
Raleigh, North Carolina**

The July 10, 2014 meeting of the Perfusionist Advisory Committee was held via conference call. The meeting was called to order at 4:35 p.m. by Gretta Evans, CCP, LP. Members in attendance were: Mercedes Englehart, CCP, LP; William Hodges, CCP, LP; Robert Kyle, DO; and Jayne Byrd, RN, MSN. Kathleen Besson, NEA-BC, FACHE; and Laura K. Mavretic, JD; were absent.

Staff members present were: Mr. Marcus Jimison, Board Attorney; Mrs. Joy Cooke, Director of Licensing and Ms. Quanta Williams, Allied Health Coordinator.

Opening Comments

Ms. Evans read the conflict of interest statement and thanked the members for their participation in the meeting.

Approval of Minutes

The minutes from the March meeting have been reviewed by the PAC members.

Motion: A motion was made to approve the minutes as corrected. **Passed**

Board Actions

The Committee reviewed the actions regarding perfusionists from the March and May NCMB meetings. This was for information only.

Licenses Issued/Converted

Since the last meeting, four licenses have been issued or converted from provisional to full.

Renewal Questions

The Executive Committee of the NCMB approved changes to the renewal questions for licensees of the Board. The changes to the renewal questions accepted at the May Board meeting were reviewed by the Committee. Staff recommends the Committee approve these changes for perfusionist renewal questions.

Motion: A motion was made to approve the changes as presented. **Passed.**

Meetings Schedule

There was a suggestion to change the frequency of the PAC meetings to either two or four times per year. The Committee would still be able to call special meetings (with 48 hours' notice given for the public) and emergency meetings if there was a threat to public health. Any changes to the schedule would be effective beginning in 2015.

Motion: A motion was made to hold meetings once per quarter (or four times per year) effective 2015. **Passed.**

Discussion: Staff will propose dates for the 2015 meeting schedule. This will be on the September agenda.

Chair Position

No changes will be made to the current policy as it was established by the bylaws. The bylaws will be emailed out to the Committee members.

Attendance Policy

The attendance policy was sent out to all members as a reminder of the importance of attending meetings.

Other Business

The Committee requested an extension on the deadline for submitting letters of interest for the perfusionist position that will become vacant when Mr. Hodges's term expires. The previous deadline was June 27, 2014. Only one candidate submitted a letter of interest. The Committee is requesting a new deadline of August 15, 2014. If the Board approves the request, a notice will be posted on the Board's website and Ms. Evans will send this information out to the Perfusionist Society.

Next Meeting

The next meeting will be held on September 08, 2014

Motion: A motion was made to adjourn the meeting. **Passed.**

The meeting was adjourned at 5:20 pm