

# **MINUTES**

Perfusionist Advisory Committee  
of the North Carolina Medical Board

**October 06, 2008**

**1203 Front Street  
Raleigh, North Carolina**

Minutes of the Open Session of the Perfusionist Advisory Committee October 06, 2008.

The October 06, 2008 meeting of the Perfusionist Advisory Committee was held at the North Carolina Medical Board's (NCMB) Office, 1203 Front Street, Raleigh, NC 27609. The meeting was called to order at 4:30 p.m. by Ian Shearer, CCP, LP. Committee members in attendance were: Michael Hines, MD; Shikha Sinha, MSPH; D. Scott Lawson, CCP, LP; Betsy Gaskins-McClaine, RN, BSN, MSN-C; Rick Gannotta, NP, MBA; and William Hodges, CCP, LP.

Staff members present were: Mr. Curt Ellis, Director of Investigations; Ms. Joy Cooke, Director of Licensing; Mr. Marcus Jimison, JD, Board Attorney; and Ms. Quanta Williams, Physician Extender/Perfusionist Coordinator.

### **Opening Comments**

Mr. Shearer welcomed everyone & thanked them for their participation in the meeting. The order of the agenda was changed to address the Investigations report and other closed session items first.

**Motion:** A motion was made to go into closed session. **Passed.**

### **Investigations Report**

An oral report was presented for the Committee's review. The specifics of this report are not included because these actions are not public information. Please see the Closed Session minutes.

### **Renewal Report**

Two PLPs renewed their licenses. No LPs answered yes to any of the red flag questions. The Committee discussed the questions asked during the renewal process for perfusionsists. Ms. Williams will e-mail the questions to the members for their review.

**Motion:** A motion was made to have staff flag PLP renewals and to not renew provisional licenses for a third time unless it has been approved by the PAC.  
**Passed.**

### **Vote List & Extractions**

A report was presented for the Committee's review. The specifics of this report are not included because these actions are not public information. Please see the Closed Session minutes.

**Motion:** A motion was made to approve the vote list. **Passed.**

**Motion:** A motion was made to return to open session. **Passed.**

### **Approval of Minutes**

**Motion:** A motion was made to accept the minutes as written from the meeting held on September 03, 2008.

### **2009 Meeting Schedule**

Meetings are currently scheduled alternating the first Monday & Wednesday of each month. The 2009 schedule will be scheduled for the first Monday/Thursday (alternating) of each month. The dates are as follows:

**October 06, 2008**

January 5	July 6
February 5	August 6
March 2	September 3
April 2	October 5
May 4	November 5
June 4	December 7

### **Attendance Policy**

The Committee discussed an attendance policy at the September meeting, but did not reach a decision on the matter. Members were asked to share their thoughts on what would constitute an appropriate policy. They agreed that 3 consecutive absences or 4 absences in one calendar year would be grounds to consider requesting removal or resignation of that member. Mr. Jimison will draft the policy. This will be discussed at the next meeting.

### **Rules of Procedure**

SL 2008-111 (regarding the open meetings law) will go into effect on 10/01/2008. This law states that "rules of procedure" (for electronic or conference call meetings) must first be passed before meetings may be held by conference call. A copy of SL 2008-111 was distributed to PAC members. The PAC decided to act in accordance with the rules of the procedure that NCMB adopts. Until the rules are in place, the Committee will continue to meet in person.

### **NCPHP/PAC Proposal**

Mr. Jimison reported that the North Carolina Physician's Health Program's (PHP) Board of Directors decided that they will expand PHP's mission to include all Allied Health Professions licensed by NCMB.

### **Future Meetings**

- November 05, 2008
- December 01, 2008
- January 05, 2009

The meeting was adjourned at 7:25 pm.