



# **BOARD MEETING MINUTES**

**May 15 – 17, 2019**

**1203 Front Street  
Raleigh, North Carolina**

General Session Minutes of the North Carolina Medical Board (NCMB) Meeting held May 15-17, 2019.

The May 2019 meeting of the North Carolina Medical Board was held at 1203 Front Street, Raleigh, NC 27609. Barbara E. Walker, DO, President, called the meeting to order. Board members in attendance were: Barbara E. Walker, DO, President; Bryant A. Murphy, MD, President-Elect; Venkata R. Jonnalagadda, MD, Secretary/Treasurer; Timothy E. Lietz, MD; Mr. A. Wayne Holloman; Ralph A. Walker, JD; Shawn P. Parker, JD; Varnell D. McDonald-Fletcher, PA-C; John W. Rusher, MD; Michaux R. Kilpatrick, MD. and Christine M. Khandelwal, DO. Board members absent: Jerri L. Patterson, NP; Debra A. Bolick, MD

### **Presidential Remarks**

Dr. Walker reminded the Board members of their duty to avoid conflicts of interest with respect to any matters coming before the Board as required by the State Government Ethics Act. All conflicts were reported as included within the committee reports.

### **Minutes Approval**

A motion passed to approve the March 20 - 22, 2019 Board Meeting minutes. There was not a meeting in April 2019, therefore there are no Hearing Meeting minutes to approve.

### **Announcements**

The Chief Investigative Officer gave a refresher on fire drill safety

### **NORTH CAROLINA PHYSICIAN HEALTH PROGRAM REPORTS (NCPHP)**

A motion passed to close the session pursuant to Section 143-318.11(a) of the North Carolina General Statutes to prevent the disclosure of information that is confidential pursuant to Sections 90-8, 90-14, 90-16, and 90-21.22 of the North Carolina General Statutes and not considered a public record within the meaning of Chapter 132 of the General Statutes and/or to preserve attorney-client privilege.

Joe Jordan, PhD, CEO, North Carolina Physicians Health Program (NCPHP), gave the PHP Compliance Committee report. The specifics of this report are not included because these actions are not public.

A motion passed to return to open session.

Dr. Jordan presented the NCPHP Physician Wellness report.

## **NCMB ATTORNEY'S REPORT**

Mr. Blankenship, Deputy General Counsel and Mr. Mansfield, Chief Legal Officer, gave the closed session portions of the Attorney's Report on Friday, May 17, 2019.

Mr. Blankenship and Mr. Mansfield presented the open session portions of the Attorney's Report regarding the schedule for upcoming hearings, rulemaking activity and statistics regarding work performed by the Board's attorneys since the last Attorney's Report. Mr. Blankenship gave a brief presentation to the Board on the topic of recusals.

### **Executed Cases - Public Actions:**

The following actions were executed since the Board's last regularly scheduled meeting. The Board voted to accept these as information.

**Alberto**, Susan L. MD

Relief of Consent Order Obligations executed 03/14/2019

**Altizer**, James Witten MD

Public Letter of Concern executed 03/22/2019

**Bailey**, Scott Allen MD

Consent Order executed 04/24/2019

**Blue**, Brian Alan MD

Public Letter of Concern executed 03/27/2019

**Choubey**, Sudhendu MD

Public Letter of Concern executed 03/27/2019

**Court**, Charles Joseph MD

Public Letter of Concern executed 04/03/2019

**Davis**, Whitney Diane PA

Consent Order executed 03/21/2019

**Early Jr.**, Ira Gordon MD

Relief of Consent Order Obligations executed 03/26/2019

**Gast**, Timothy Michael PA

Consent Order executed 04/02/2019

**Halliday**, Sharon Raynes MD

Consent Order executed 4/11/2019

**Hamel**, John David MD

Consent Order executed 03/08/2019

**Hansen, Hans Christian MD**  
Consent Order executed 03/28/2019

**Hayes, John David MD**  
Amended Notice of Charges and Allegations; Notice of Hearing executed 04/05/2019

**Jurisich, Steven Michael MD**  
Public Letter of Concern executed 03/29/2019

**Li, Zhicheng MD**  
Consent Order executed 04/02/2019

**Long, James Randall MD**  
Denial of License executed 04/16/2019

**Madanick, Ryan David MD**  
Consent Order executed 03/26/2019

**McCauley, Roger Lee MD**  
Public Letter of Concern executed 03/13/2019

**McGinn, Danielle PA**  
Reentry Agreement executed 04/29/2019

**McKinley, Christopher Mark PA**  
Public Letter of Concern executed 03/29/2019

**Migdon, Steven PA**  
Consent Order executed 03/26/2019

**Moore, Gary Arlan MD**  
Relief of Consent Order Obligations executed 04/12/2019

**Neitlich, Jeffrey David MD**  
Relief of Consent Order Obligations executed 04/01/2019

**Nicke, Robert John MD**  
Notice of Charges and Allegations; Notice of Hearing; Scheduling Order executed  
05/02/2019

**Setzer, Howard Orson DO**  
Notice of Felony Revocation executed 04/01/2019

**Tano, Benoit Deki Kouame MD**  
Public Letter of Concern executed 03/20/2019

**Willis, Brenda Sue MD**  
Public Letter of Concern executed 04/05/2019

## **Legislative Update**

On Friday, May 17, 2019, the Board's Legislative Liaisons, Mr. Thomas W. Mansfield, Chief Legal Officer and Ms. Evelyn Contre, Chief Communications Officer, provided a legislative update to the Board.

A motion was made, seconded, discussed and passed to support the introduction and passage of enabling legislation to join the Interstate Medical Licensure Compact that would permit a voluntary expedited pathway to licensure for qualified physicians who wish to practice in multiple states.

The Board accepted the reports as information.

## **NCMB Committee Reports**

### **EXECUTIVE COMMITTEE REPORT**

Members present were: Barbara E. Walker, DO, Chairperson; Bryant A. Murphy, MD; Venkata R. Jonnalagadda, MD; Timothy E. Lietz, MD and A. Wayne Holloman.

#### Strategic Plan

##### a. 2019/20 Strategic Priorities Update

The President has decided to remove this matter from the Executive Committee agenda to the Reports agenda so that the update can be given directly to the full Board.

Committee Recommendation: Accept as information.

Board Action: Accept Committee recommendation. Accept as information.

#### Financial Update

##### a. Year-to-Date Financial Statements

The Committee reviewed the following financial reports: Balance Sheet; Profit & Loss versus Budget; and the Profit & Loss Comparison.

Committee Recommendation: Accept the financial information as reported.

Board Action: Accept Committee recommendation. Accept the financial information as reported.

##### b. Investment Accounts

The Committee reviewed the investment account statements for March and April 2019.

Committee Recommendation: Accept the investment account statements as reported.

Board Action: Accept Committee recommendation. Accept the investment account statements as reported.

## Old Business

### a. Office Space Update

A motion passed to close the session pursuant to Section 143-318.11(a)(5) of the North Carolina General Statutes to “establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease. . . .”

Committee Recommendation: Accept as information.

Board Action: Accept Committee recommendation. Accept as information.

A motion passed to return to open session.

## **POLICY COMMITTEE REPORT**

Members present were: Bryant A. Murphy MD, Chairperson; Varnell D. McDonald-Fletcher, PA-C; Shawn P. Parker, JD; and John W. Rusher, MD. Members absent: Debra A. Bolick, MD.

## Old Business:

### a. Collaborative Care Within the Healthcare Team

The Committee discussed the comments that were received by licensees and stakeholders. Specifically, the Committee discussed comments indicating that the position statement was too negative. The Committee also questioned whether the position statement could create a potential legal obligation on licensees. The Committee agreed that staff should revise the position statement to incorporate some of the comments received.

Committee Recommendation: Assign staff the task of revising the proposed position statement to incorporate some of the comments received from licensees and stakeholders. Bring back for review at the July 2019 Board meeting.

Board Action: Accept Committee recommendation. Assign staff the task of revising the proposed position statement to incorporate some of the comments received from licensees and stakeholders. Bring back for review at the July 2019 Board meeting.

New Business:

a. Child Maltreatment

The Committee discussed that emphasizing an obligation may lead licensees to err on the side of over reporting and in turn flood the system, especially in more rural areas where less staff is available to field such reporting. Staff indicated that the statute creates the obligation on licensees, not the position statement. Staff proposed that the position statement be revised to include additional resources for licensees.

Committee Recommendation: Assign staff the task of revising the current position statement to add a list of additional resources available to licensees. Bring back for review at the July 2019 Board meeting.

Board Action: Accept Committee recommendation. Assign staff the task of revising the current position statement to add a list of additional resources available to licensees. Bring back for review at the July 2019 Board meeting.

b. Physician Scope of Practice

The Committee discussed whether we should revise the title of the position statement to make it more illustrative of what we are trying to relay in the position statement. Federation of State Medical Boards (FSMB) uses the title "Practice Drift" and it was agreed that "Practice Drift" better matches the content of the Board's position statement. The Committee discussed whether to adopt the FSMB position statement or revise the Board's position statement to incorporate relevant portions of the FSMB position statement. The Committee agreed it should be the latter and that staff should revise the position statement.

Committee Recommendation: Assign staff the task of revising the current position statement with the new title "Practice Drift" and to incorporate relevant portions of the FSMB position statement. Bring back for review at the July 2019 Board meeting.

Board Action: Accept Committee recommendation. Assign staff the task of revising the current position statement with the new title "Practice Drift" and to incorporate relevant portions of the FSMB position statement. Bring back for review at the July 2019 Board meeting.

c. Innovative Therapy

Staff gave an overview of the memorandum and the drafting of the proposed position statement. The Committee reviewed the proposed position statement favorably and felt that a position statement was needed to provide licensees insight into the ethical considerations of innovative therapy. The Committee agreed that the proposed position statement should be revised to incorporate and highlight some of the examples provided in the memorandum. Staff indicated that it would be beneficial for the proposed position statement to be reviewed by a professional ethicist.

Committee Recommendation: Assign staff the task of revising the proposed position statement to incorporate language and examples from the memorandum. Have the proposed position statement reviewed by a professional ethicist. Bring back to the Committee for review.

Board Action: Accept Committee recommendation. Assign staff the task of revising the proposed position statement to incorporate language and examples from the memorandum. Have the proposed position statement reviewed by a professional ethicist. Bring back to the Committee for review.

d. New Area of Practice and Board Certification

Staff summarized that the Licensing department periodically gets requests from licensees whose area of practice is not in the list of available areas of certification and/or specialty. Historically, each request has been reviewed by the Board. The Committee and staff discussed the verification process used when requests are made about specialties and/or certifications not currently on the list. In an effort to expedite consideration of the such requests and preserve Board time, staff made the following recommendations:

- 1) The evaluation for consideration of inclusion of individual new Board certification and area of practice should occur at the Board staff level and not require individual Board action or approval for each new listing.
  - a. Add the following requested board certifications and area of practice designations:
    - Micrographic Dermatologic Surgery (current option is MOHS-Micrographic Surgery)
    - Complex Family Planning
    - Hematopathology
    - Pediatric Hospitalist Medicine
    - Laboratory Genetics and Genomics (current option is Molecular Genetic Pathology)
    - Consultation Liaison Psychiatry



- Cardiothoracic Surgery (current options include Thoracic Cardiovascular Surgery, Thoracic Surgery, or Cardiovascular Surgery)
- Neurocritical Care
- Wound Care
- Urgent Care (available on board certification list but not on area of practice list)
- Family Practice - OMT

2) Additional alternative certifying boards should not be specifically listed by name on Board documents or websites but allow licensees to designate board certification by alternative boards that meet criteria noted in the current Board Position Statement on Advertising and Publicity.

Committee Recommendation: Approve staff recommendations.

Board Action: Accept Committee recommendation. Approve staff recommendations.

e. CBD Products

Staff provided the Committee with an overview of some questions staff members have received regarding CBD products. Due to legislative uncertainty, staff did not feel it was the right time for a position statement but felt the licensee population would benefit from an FAQ document that addressed common questions received by the Board about CBD as it pertains to medical practice.

Committee Recommendation: Assign staff the task of drafting FAQs regarding CBD products in the medical practice setting. Bring back for review at the July 2019 Board meeting.

Board Action: Accept Committee recommendation. Assign staff the task of drafting FAQs regarding CBD products in the medical practice setting. Bring back for review at the July 2019 Board meeting.

Position Statement Review Tracking Chart:

Committee Recommendation: Bring back “Collaborative Care Within the Healthcare Team,” “Child Maltreatment,” “Physician Scope of Practice,” “Innovative Therapy,” and CBD FAQs at the July 2019 Board meeting.

Board Action: Accept Committee recommendation. Bring back “Collaborative Care Within the Healthcare Team,” “Child Maltreatment,” “Physician Scope of Practice,” “Innovative Therapy,” and CBD FAQs at the July 2019 Board meeting.

## **LICENSE COMMITTEE REPORT**

Members present were: Michaux Kilpatrick, MD, Chairperson; Varnell McDonald-Fletcher, PA-C; Ralph A. Walker, JD; and Christine M. Khandelwal, DO. Members absent: Debra A. Bolick, MD.

### Old Business

- a. Approval of permanent Disaster rules. The adoptions and amendments of these rules will allow an expeditious influx of needed physicians, physician assistants, and anesthesiologist assistants to practice in the state in the event of a disaster.

21 NCAC 32B .1706 - Physician Practice and Limited License for Disasters and Emergencies

21 NCAC 32S .0219 - Physician Assistant Practice and Limited license for Disasters and Emergencies

21 NCAC 32W .0116 - Anesthesiologist Assistant Practice and Limited License for Disasters and Emergencies.

Committee Recommendation: Approve adoptions and amendments of rules. Submit to Rules Review Commission for approval.

Board Action: Accept Committee Recommendation. Approve adoptions and amendments of rules. Submit to Rules Review Commission for approval.

- b. Approval of amendments to the Medical School Faculty License rule. The amendments update and clarify who is entitled to a Medical School Faculty license.

21 NCAC 32B .1502 – Application for Medical School Faculty License

Committee Recommendation: Approve amendments of rule. Submit to Rules Review Commission for approval.

Board Action: Accept Committee Recommendation. Approve amendments of rule. Submit to Rules Review Commission for approval.

- c. Approval of amendment to the Expedited Application for Physician License Rule. The amendment will add the American Board of Oral and Maxillofacial Surgery (ABOMS) as a physician certification to satisfy the 3-attempt limit for passing

USMLE; removed requirements that are no longer applicable; and amendments were made to clarify the rule.

21 NCAC 32B .2001 Expedited Application for Physician License

Committee Recommendation: Approve amendments of the rule. Submit to Rules Review Commission for approval.

Board Action: Accept Committee Recommendation. Approve amendments of the rule. Submit to Rules Review Commission for approval.

- d. Approval of amendments to the Application for Physician License and Reinstatement of Physician License. The amendments to these rules add the American Board of Oral and Maxillofacial Surgery (ABOMS) as a physician certification to satisfy the 3-attempt limit for passing the USMLE and removed requirements that are no longer applicable.

21 NCAC 32B .1303 Application for physician license

21 NCAC 32S .1350 Reinstatement of physician license.

Committee recommendation: Approve amendments of rule. Submit to Rules Review Commission for approval.

Board Action: Accept Committee recommendation. Approve amendments of rule. Submit to Rules Review Commission for approval.

A motion passed to close the session pursuant to Section 143-318.11(a) of the North Carolina General Statutes to prevent the disclosure of information that is confidential pursuant to Sections 90-8, 90-14, 90-16, and 90-21.22 of the North Carolina General Statutes and not considered a public record within the meaning of Chapter 132 of the General Statutes and/or to preserve attorney-client privilege.

The License Committee reviewed three cases. A written report was presented for the Board's review. The Board adopted the Committee's recommendation to approve the written report. The specifics of this report are not included because these actions are not public.

A motion passed to return to open session.

### **LICENSE INTERVIEW REPORT**

A motion passed to close the session pursuant to Section 143-318.11(a) of the North Carolina General Statutes to prevent the disclosure of information that is confidential pursuant to Sections 90-8, 90-14, 90-16, and 90-21.22 of the North Carolina General Statutes and not considered a public record within the meaning of Chapter 132 of the General Statutes and/or to preserve attorney-client privilege.

Eight licensure interviews were conducted. A written report was presented for the Board's review. The Board adopted the Committee's recommendation to approve the written report. The specifics of this report are not included because these actions are not public information.

A motion passed to return to open session.

## **ADVANCED PRACTICE PROVIDERS AND ALLIED HEALTH COMMITTEE REPORT**

Members present were: Varnell D. McDonald-Fletcher, PA-C; John W. Rusher, MD; and Shawn P. Parker, JD. Member absent: Jerri L. Patterson, NP, Chairperson

Old Business:

a. Physician Assistants

PA Emergency Situations related to Physician Assistants Intent to Practice. Revision of policy language.

Committee Recommendation: Approve policy revision.

Board Action: Accept committee recommendation. Approve policy revision.

Rule 21 NCAC 32S. 0206. License Reactivation. A proposed amendment to increase the fee for applications for reactivation of licenses that have been inactive for less than one year.

Committee recommendation: Approve rule with changes.

Board Action: Accept Committee recommendation. Approve rule with changes

b. Perfusionist Advisory Committee

Rule 21 NCAC 32V. 0103 Qualifications for License. The amendment to the rule will create a process for reactivation and reinstatement of perfusion licenses.

Rule 21 NCAC 32V. 0117 Practice During a Disaster. The amendment to the rule will allow for hospital to hospital credentialing of out-of-state perfusionists to practice in North Carolina during a declared emergency or disaster.

Committee Recommendation: Approve rules.

Board Action: Accept committee recommendation. Approve rules.

A motion passed to close the session pursuant to Section 143-318.11(a) of the North Carolina General Statutes to prevent the disclosure of information that is confidential pursuant to Sections 90-8, 90-14, 90-16, and 90-21.22 of the North Carolina General

Statutes and not considered a public record within the meaning of Chapter 132 of the General Statutes and/or to preserve attorney-client privilege.

The Advanced Practice Providers and Allied Health Committee received as information a report from the Nurse Practitioner Joint Subcommittee Panel (“Panel”). The Panel’s written report was presented for the Board’s review, where it was also received as information. The specifics of this report are not included because these actions are not public.

A motion passed to return to open session.

### **DISCIPLINARY (COMPLAINTS) COMMITTEE REPORT**

Members present were: John W. Rusher, MD, Chairperson; Venkata R. Jonnalagadda, MD; Michaux R. Kilpatrick, MD; Timothy E. Lietz, MD and Ralph A. Walker, JD. Member absent: Jerri L. Patterson, NP

A motion passed to close the session pursuant to Section 143-318.11(a) of the North Carolina General Statutes to prevent the disclosure of information that is confidential pursuant to Sections 90-8, 90-14, 90-16, and 90-21.22 of the North Carolina General Statutes and not considered a public record within the meaning of Chapter 132 of the General Statutes and/or to preserve attorney-client privilege.

The Disciplinary (Complaints) Committee reviewed 13 complaint cases. A written report was presented for the Board’s review. The Board adopted the Committee’s recommendation to approve the written report. The specifics of this report are not included because these actions are not public.

A motion passed to return to open session.

### **DISCIPLINARY (MALPRACTICE) COMMITTEE REPORT**

Members present were: John W. Rusher, MD, Chairperson; Venkata R. Jonnalagadda, MD; Michaux R. Kilpatrick, MD; Timothy E. Lietz, MD; and Ralph A. Walker, JD. Member absent: Jerri L. Patterson, NP

A motion passed to close the session pursuant to Section 143-318.11(a) of the North Carolina General Statutes to prevent the disclosure of information that is confidential pursuant to Sections 90-8, 90-14, 90-16, and 90-21.22 of the North Carolina General Statutes and not considered a public record within the meaning of Chapter 132 of the General Statutes and/or to preserve attorney-client privilege.

The Disciplinary (Malpractice) Committee reviewed 41 cases. A written report was presented for the Board's review. The Board adopted the Committee's recommendation to approve the written report. The specifics of this report are not included because these actions are not public information.

A motion passed to return to open session.

### **DISCIPLINARY (INVESTIGATIVE) COMMITTEE REPORT**

Members present were: John W. Rusher, MD, Chairperson; Venkata R. Jonnalagadda, MD; Michaux R. Kilpatrick, MD; Timothy E. Lietz, MD; and Ralph A. Walker, JD. Member absent: Jerri L. Patterson, NP

#### a. Rules Amendments and Adoption

- 1) The amendments to **21 NCAC 32N .0110** Initiation of Disciplinary Hearings. This amendment allows dispositive motions to be heard by a quorum of the Board and shall be made at least 14 days prior to the hearing of the matter.
- 2) The adoption of **21 NCAC 32N .0114** Summary Suspension. This rule is to outline the process for the summary suspension of a license.

Committee Recommendation: Approve amendments and adoption of rules.

Board Action: Accept Committee recommendation. Approve amendments and adoption of rules.

A motion passed to close the session pursuant to Section 143-318.11(a) of the North Carolina General Statutes to prevent the disclosure of information that is confidential pursuant to Sections 90-8, 90-14, 90-16, and 90-21.22 of the North Carolina General Statutes and not considered a public record within the meaning of Chapter 132 of the General Statutes and/or to preserve attorney-client privilege.

The Disciplinary (Investigative) Committee reviewed 43 investigative cases. A written report was presented for the Board's review. The Board adopted the recommendations and approved the written report. The specifics of this report are not included because these actions are not public information.

A motion passed to return to open session.

### **INVESTIGATIVE INTERVIEW REPORT**

A motion passed to close the session pursuant to Section 143-318.11(a) of the North Carolina General Statutes to prevent the disclosure of information that is confidential pursuant to Sections 90-8, 90-14, 90-16, and 90-21.22 of the North Carolina General Statutes and not

considered a public record within the meaning of Chapter 132 of the General Statutes and/or to preserve attorney-client privilege.

Eight interviews were conducted. A written report was presented for the Board's review. The Board adopted the recommendations and approved the written report. The specifics of this report are not included because these actions are not public information.

A motion passed to return to open session.

### **OUTREACH COMMITTEE**

Members present were: Shawn P. Parker, JD, Chairperson; Venkata R. Jonnalagadda, MD; Christine M. Khandelwal, DO; Michaux R. Kilpatrick, MD. Member absent: Jerri L. Patterson, NP.

Old Business

a. Professional and consumer presentations

The Communications Director and Chief Communications Officer gave a brief overview of professional and public outreach activities. The Committee discussed topics for new professional outreach, including licensee use of social media and guidance on issues related to the corporate practice of medicine. The Committee also discussed NCMB efforts to expand its public outreach, including participation in health fairs. Staff shared that the Communications Department recently designed and ordered portable banners to use in settings where NCMB may have a table. Committee Members suggested that NCMB look into getting a portable hotspot so that attendees at events may be invited to use "Look up a doctor or PA" on the Board's website.

Committee recommendation: Accept as information.

Board action: Accept committee recommendation: Accept as information.

Committee recommendation: Accept as information.

Board action: Accept Committee recommendation. Accept as information.

b. President's Initiative Update

The Communications Director gave an update on the President's Initiative, which seeks to establish a program that will deepen medical students' understanding of the role of medical regulation. NCMB is seeking a partnership with Campbell University's School of

Osteopathic Medicine to develop the program. Campbell has agreed to have the Board President address 150 DO students during the school's residency development week as a first step. The Committee discussed NCMB's hopes to develop a program that could be offered at medical schools across NC. Committee Members discussed the possibility of getting feedback from other medical schools in addition to Campbell to inform NCMB's work to develop relevant and engaging content for students.

Committee recommendation: Accept as information.

Board action: Accept committee recommendation: Accept as information.

c. Physician Wellness Initiative Update from FSMB Annual Meeting

Committee Member Dr. Venkata Jonnalagadda gave a brief report on a discussion with Dr. Art Hengerer, Chair of FSMB's workgroup on Physician Wellness and Burnout, held during the FSMB's recent Annual Meeting regarding efforts in North Carolina. Dr. Jonnalagadda indicated that, after speaking with Dr. Hengerer, it was clear to her that it is critical to educate health care executives about the hard costs of clinician burnout to gain their buy-in for wellness and resilience initiatives. The Committee discussed ways NCMB might be useful at engaging North Carolina health care executives, including working with the NC Health Care Association to identify and approach leaders with health systems across the state.

Committee recommendation: Accept as information.

Board action: Accept committee recommendation: Accept as information.

New Business

a. Presentation training program discussion

The Committee discussed the possibility of providing training in delivering effective presentations to Board Members and, potentially, NCMB staff. Currently Communications staff provide basic training to familiarize Board Members with presentation content. The Committee briefly discussed different concepts for training (e.g. one-on-one coaching vs. a group training session). Due to time constraints, the Committee decided to defer further discussion and a recommendation on what training to offer until the July 2019 Outreach Committee.

Committee recommendation: Defer discussion until July 2019 Board Meeting.

Board action: Accept committee recommendation: Accept as information.

b. Other outreach activities

1) Social media campaign update



The Chief Communications Officer briefly reported on NCMB's most recent social media advertising campaign, which provided the public with information on safely disposing of unused, unneeded medications and was coordinated with the recent National Drug Take-Back Day on April 27. She noted that the Communications Department is getting more efficient with each campaign it does, reaching more people and receiving more engagement while spending less money.

Committee recommendation: Accept as information.

Board action: Accept committee recommendation: Accept as information.

## 2) Safe storage/disposal pads

The Chief Communications Officer reported that NCMB is working on printing a Spanish-language version of the Safe Medication Storage/Disposal tearsheet pads.

Committee recommendation: Accept as information.

Board action: Accept committee recommendation: Accept as information.

## **DIVERSITY WORKGROUP**

Members present were: Timothy E. Lietz, MD; Bryant A. Murphy, MD; and A. Wayne Holloman.

### Old Business

#### a. Training and Presentations

- 1) The Human Resources (HR) Manager provided an update on the coordination of the Unconscious Bias training set to take place on Thursday, May 16, 2019. The presenter will be Dr. Kinneil Coltman. The training will include Board Members, NCMB staff, NCPHP staff and NC Medical Society staff. There will be a 10:00 a.m. and a 3:00 p.m. session. This training is mandatory for all NCMB staff.
- 2) The HR Manager provided an update on the NCMB submission to FSMB related to the application for Continuing Medical Education (CME) credit for the Unconscious Bias training. NCMB is optimistically awaiting the final decision from FSMB.

### New Business

#### a. Training and Presentations

- 1) The HR Manager provided information related to upcoming Cultural Competency webinar. The presenter will be Nicole Krishnaswami with the Oregon Medical Board.

- 2) The HR Manager presented material from the State Medical Board of Ohio on Cultural & Linguistic Competency for Improved Health Outcomes. The HR Manager will provide information on a similar program in Oregon prior to the July 2019 meeting. The workgroup briefly discussed the possibility of developing a similar guide for North Carolina.

#### Workforce Management Update

- a. Recent positions filled

Sara Rigby (Operations Assistant)  
Amy Williams (Operations Associate)  
Mikayla Shaw (Legal Intern)

- b. Current Open Positions

Investigator (Western Region)

- c. Retirements

Janice Fowler (Operations Assistant)  
Bruce Jarvis (Investigator)

- d. Staff Statistics

The HR Manager presented a snapshot of the Medical Board's staff by race, age, and gender. The data indicates we are making progress as it relates to becoming a more diverse organization. The current headcount is 56 employees.

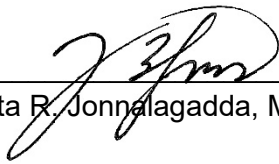
Committee Recommendation: Accept as information.

Board Action: Accept Committee recommendation. Accept as information.

#### **ADJOURNMENT**

The Medical Board adjourned at 12:27 p.m. on Friday, May 17, 2019.

The next meeting of the Medical Board is scheduled for July 17 - 19, 2019.

  
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Venkata R. Jonnalagadda, MD; Secretary/Treasurer