

North Carolina Medical Board  
Diversity Workgroup  
May 17, 2018  
4:00 p.m. – 4:30 p.m.

Committee Members: Eleanor Greene, MD, Chairperson; Shawn Parker, JD; Michaux Kilpatrick, MD

1. Old Business
  - a. Update on staff Training on Diversity and Inclusion in the Workplace
  - b. Review Mission and Vision Statement
  - c. Discuss three core principles (Education, Communication, Compliance)
2. New Business
  - a. Update on Staffing since January 2018
    - i. Recent Positions Filled
      1. Shikha Sinha (Complaints Manager)
      2. Judi Clark (Compliance Coordinator)
      3. Ernie Kirchin (Investigator)
      4. Leena McAteer (Credentialing Coordinator)
      5. Richard Roop (Special Projects Manager)
      6. Caroline Cusick (Legal Intern)
      7. Jasmine Burch (Licensing Temporary)
    - ii. Current open position
      1. Operations Associate - (Position opened 3/21/18)
  - b. Staff NCMB Staffing Statistics – Review PowerPoint
  - c. Training / Presentations
    - i. Recently attended presentations
      1. Workplace Harassment: What should employers do now?
      2. Diversity and Inclusion training provided by Stan Kimer -September 2017
    - ii. Upcoming events
      1. Attend May 2018 Employment and Labor Law Update by CAI
      2. Integrate Diversity and Inclusion training provided by Stan Kimer in to training for the ET, LT and staff
3. Other
  - a. AIM/FSMB – Debrief
  - b. Controlled Substance Reporting System (CSRS) registration – Opioid prescribing session - Debrief

Next meeting will be July 2018