



**TENNESSEE COMMITTEE OF MEDICAL EXAMINERS'
COMMITTEE FOR CLINICAL PERFUSION**

April 28, 2020

MINUTES

The regular meeting of the Tennessee Committee of Medical Examiners' Committee on Physician Assistants (hereinafter, the Committee") was called to order at 9:00 a.m. in the Iris Room, Ground Floor, Metro Center Complex, 665 Mainstream Drive, Nashville, Tennessee 37243 by Mr. Bret Reeves.

Members Present: Chad Smith, CCP, Chairman
Dorris "Bill" Dozier, CCP
Joshua Anderson, CCP
Wendy Menowsky, CCP
V. Seenu Reddy, MD
Alice Walker, Consumer Member

Staff Present: Kevin Griffin, Assistant General Counsel
Rene Saunders, MD, Medical Consultant
Stacy Tarr, Administrative Director
Orlanda Folston, Committee Administrator

The meeting was called to order at 9:00 a.m. by Chairman, Chad Smith. A quorum was present.

APPROVAL OF MINUTES

The Committee reviewed the minutes from the April 23, 2019 Committee meeting. Ms. Walker made a motion to approve the minutes and Ms. Menosky seconded the motion. The motion passed.

CONDUCT NEW BUSINESS

Ratification of New Licenses/Reinstatements

Dr. Reddy made a motion to approve the list of new licensees/reinstatements. Ms. Menowsky seconded the motion. The motion passed.

REPORTS

Office of General Counsel

Mr. Kevin Griffin, Assistant General Counsel, reported that there are currently no open cases, no pending appeals, and no civil suits.

The Office of General Counsel has three potential rules changes currently in the internal review process. These changes were discussed in the previous Committee meeting.

Administrative Office

Ms. Stacy Tarr reported the activities that have transpired between April 2019 and April 2020 concerning Clinical Perfusion:

New Applications Received	2
Total New Licenses Issued:	8
Total Number of Reinstatements:	2
Total Number of Renewals	63
Number of Renewals Online	45
Average Renewals Online	71%

The total number of active licensees as of April 2020 is 141.

Mr. Smith requested that the Administrative Office prepare and present a chart of the growth of the profession from 2015 to present at the next meeting. If possible, the growth will be broken down into specific areas.

Office of Investigations

Ms. Lori Leonard reported there are no complaints in 2020, no open complaints being investigated, and no practitioners being monitored.

Financial Office

The Committee reviewed the 2020 Mid-Year Financial report. Ms. Tarr stated that any questions the Committee has will be relayed to the financial office and addressed at the next Committee meeting.

Dr. Reddy asked whether the use of WebEx and associated technologies for meetings will impact the budget and whether this type of meeting is an option on a regular basis. He stated that establishment of a quorum would most likely be accomplished more efficiently with this type of meeting in addition to saving travel costs. Ms. Tarr stated that it is her belief that a contract was in place prior to the pandemic. Most likely, the cost associated with this WebEx meeting is offset due to no travel expenses for the meeting being incurred. Mr. Griffin added that this meeting is being held by WebEx due to Governor Lee's Executive Orders resulting from the current COVID-19 pandemic. Dr. Reddy asked what steps would be required to allow the Committee to continue WebEx meetings after the Pandemic ends, such as bylaw changes, etc. Mr. Griffin stated that meeting requirements are statutory and changing/updating the requirements most likely will need legislative approval. He will research these requirements and update the Committee at the next meeting.

Ms. Tarr reiterated that she will look into whether there is additional cost for WebEx meetings or if a contract is currently in place and included in the budget.

Dr. Reddy inquired regarding "Board Fee Revenue": The current year budgeted revenue is \$15,705. Previous year revenue was 2017 - \$20,000, 2018 – \$27,000 and 2019 - \$15,000 due to a reduction in fees as a result of reserves were adequate to cover costs. He asked whether the Committee is on target due to current revenue being less than currently budgeted. Ms. Tarr will ask the financial office to address this at the next meeting.

Mr. Smith pointed out that professional service fees have declined consistently from \$198k to \$138k. He also asked what use of surplus funds are permitted. The answer to this question has previously been forwarded to Finance and Administration and will be requested again prior to the next meeting.

Ms. Maria McCormick reviewed the financial report and received questions. Mr. Smith asked why a large increase was noted in salaries and wages in October 2019. Ms. McCormick explained that typical professional services increases are due to addition of administrative staff positions, raises, etc. She is unable to provide a specific reason for this increase without further research. Ms. Angela Lawrence added that most likely this increase is due to the promotion of Candyce Wilson to Administrative Director. Prior to this promotion, Ms. Wilson was functioning in a dual role requiring additional hours. Mr. Smith asked whether the cost of

investigations played a role in the increase. Ms. McCormick explained that the salary of Investigations staff may be included in professional services, but the cost of any investigation activities is in a separate budget item.

Ms. McCormick explained that currently, there is no legislation or authoritative rules regarding use of cumulative carryover. Currently, the cumulative carryover can be utilized for any technological advancements. Until further instruction from Finance and Administration and/or the legislature, technological advancement is the only permissible use of these funds. A question was raised regarding what is included in these advancements. Ms. McCormick will obtain this information and share it with the Committee at the next meeting.

Ms. Tarr stated that she will send Committee members the meeting dates for the remainder of 2020, 2021, and possibly 2022 in addition to informing them of whether these meetings will continue via WebEx or in person meetings will resume.

There being no further Committee business, the meeting adjourned.