

COMMITTEE MEETING MINUTES
of the
BOARD OF MEDICAL EXAMINERS
OUTREACH COMMITTEE
4TH FLOOR LARGE CONFERENCE ROOM
HELENA, MONTANA
4:00 – 6:00 p.m.
December 11, 2012

1. Call to Order – Establish Quorum – Introduction of Board & Staff (00:00)

Members Present: Ms. Carole Erickson (Presiding Chair), Ms. Pat Bollinger, Dr. Dean Center, Dr. Kris Spanjian, Dr. Nathan Thomas

Members Absent: None

Staff Present: Mr. Ian Marquand, Ms. L’Joy Griebenow, Anne O’Leary, Esq.

Guests Present: Dr. Harry Sibold, Mr. Ken Threet, Mr. Charles Farmer, Ms. Kay Brown

2. Approval of Agenda (00:54)

The Committee reviewed the December 11, 2012 Agenda.

MOTION: Dr. Dean Center made a motion to approve the December 11, 2012 agenda as presented; Dr. Kris Spanjian seconded the motion. Motion passed unanimously. (00:56)

3. Approval of Minutes (01:26)

The Committee reviewed the July 17, 2012 Minutes.

Motion: Dr. Dean Center made a motion to approve the July 17, 2012 meeting minutes amended; Ms. Pat Bollinger seconded the motion. Motion passed unanimously. (1:44)

4. Public Opportunity to Comment (3:14)

The Presiding Officer read the statement of public participation and opened the meeting for public comment. There was no public comment.

5. Board Action (3:50)

a. Letter to Physicians re Completing Workforce Data Survey During 2013 Renewal (4:28)

Mr. Ian Marquand provided an overview and led the discussion. No Committee action was taken.

b. Website Content

- i. Request to Complete Workforce Data Survey **(40:40)**
- ii. License Renewal Notification **(40:40)**

Both items b(i) and b(ii) were discussed together. No Committee action was taken.

- iii. Position Papers **(45:46)**

MOTION: Ms. Pat Bollinger made a motion to change [the designation of] “position paper” to “board advisories” for the interim; Dr. Kris Spanjian seconded the motion. Motion passed unanimously. (58:31)

c. Update on New Board Member Supplemental Handbook (1:06:39)

No Committee action was taken.

d. Update on Licensing Timelines (1:14:12)

No Committee action was taken.

6. Adjourn (1:20:44)

MOTION: Dr. Kris Spanjian made a motion to adjourn; Ms. Pat Bollinger seconded the motion. Motion passed unanimously. (1:20:45)

Meeting adjourned. **(1:21:29)**