

Physician Manpower Training Commission
Special Commission Meeting
September 17, 2019, 3:00 p.m.

MINUTES

The Board of Physician Manpower Training Commission met for a Special Meeting at 3:00 p.m., on Tuesday, September 17, 2019, in the conference room at PMTC, 5500 North Western Avenue, Suite, 201, Oklahoma City, Oklahoma. The Special Meeting was called at the advice of the Assistant Attorney General to discuss the resignation of the executive director. Notice of the meeting date had been properly filed with the Secretary of State, and a copy of the notice and agenda was posted by Friday, September 13th by 3:00 p.m., in prominent public view at the location of the meeting and on the Commission website, <http://pmtc.publishpath.com/default.aspx>, in compliance with the Open Meeting Act.

Commission Members Present

Pam Spanbauer, Chair
Bruce Storms, MD

Jack Beller, M.D.
Kevin Khoury

Commission Members Absent

Dr. Zane DeLaughter
Dr. Joe L. Leverett

Dr. Jason Hill

PMTC Staff Present

Michelle Cecil

Diane Mickelson

Guest

Joe Ashbaker, Assistant Attorney General

I. Roll Call

Ms. Spanbauer opened the meeting at 3:02 p.m. Roll Call was taken and a quorum declared.

II. Vote to go into Executive Session

**At the advice of Mr. Joe Ashbaker an Executive Session was called with Dr. Storms making the motion, with Dr. Beller seconding.
Voting in favor were: Dr. Beller, Kevin Khoury, Ms. Spanbauer & Dr. Storms.
None were opposed.**

III. Vote to return to Open Session

**Dr. Beller made the motion to return to Open Session with Dr. Storms seconding.
Voting in favor were: Dr. Beller, Kevin Khoury, Ms. Spanbauer & Dr. Storms.
None were opposed.**

Dr. Storms asked for the minutes to reflect: Only those things that were legal to be talked about in an executive session were and that there were no votes taken in the executive session.

IV. Discussion and possible action on the Resignation of the Executive Director

Dr. Storms made the motion to accept the resignation of Richard Evans, Executive Director of the PMTC, effective on October 1, 2019, that he be allowed to use his annual and sick leave between now and October 1st. The three and a half days, he is short, will be worked off-site and/or at home. Dr. Beller seconded the motion. Voting in favor were: Dr. Beller, Kevin Khoury, Ms. Spanbauer & Dr. Storms. None were opposed.

V. Discussion and possible action to appoint Interim Director

Dr. Storms made the motion to appoint Janie Thompson, Deputy Director of PMTC as the Interim Director, effective October 1, 2019, at her current salary. Dr. Beller seconded the motion. Voting in favor were: Dr. Beller, Kevin Khoury, Ms. Spanbauer & Dr. Storms. None were opposed.

VI. Discussion and possible action to post to permanently fill Executive Director position

Ms. Spanbauer stated it was the board's feeling that they would like to have the full board's input into posting to permanently fill the Executive Director position. They would like to look at job descriptions after copies are emailed to them so they can evaluate them and determine if there are any changes that they would like to make. It will be added to the October 17th meeting agenda to discuss the job description wording with the full board.

Dr. Storms mentioned if there are other items that the board would like to have access to, those items should be communicated to Ms. Spanbauer.

VII. Vote to Adjourn

Dr. Storms made the motion to adjourn. Dr. Beller seconded the motion. Voting in favor were: Dr. Beller, Kevin Khoury, Ms. Spanbauer & Dr. Storms. None were opposed.

Janie Spanbauer W