

# CLINICAL LABORATORY PERSONNEL COMMITTEE

November 9, 2013 – 10:00 am  
Law Offices of Adams and Reese  
Baton Rouge, LA

## MINUTES

### Members Present:

Phyllis Toups  
Brian Vidrine  
Mary Muslow  
Terry Cascio  
Jim Taylor, MD  
Cesia Gudiel  
George Roberts

### Guests Present:

Patsy Jarreau  
Melissa Grand

### Members Not Present:

Dana Grant  
Rhonda M. Givens  
Chipley Booth

#### **I. Call to order**

Chairman Mary Muslow called the meeting to Order at approximately 10:25 a.m. A quorum was present.

#### **II. Minutes of last meeting**

*Motion* to approve minutes from September 24, 2013 by Dr. Jim Taylor and seconded by Brian Vidrine. *Motion passes* unanimously.

#### **III. Appointments/Introductions**

Melissa Grand introduced herself to the committee.

#### **IV. Office Update**

##### **A. Deadline changed for submission of renewals**

The deadline for renewal has been changed to November 30. However, no one will be charged a late fee until after December 31. If a renewal is submitted by November 30, the individual's renewed license will appear on the website by January 1. If the renewal is submitted after November 30, there is no guarantee that the website will reflect the individual's renewal.

**B. Analyst working on files in Baton Rouge**

Phyllis Toups posed questions regarding background checks that Melissa Grand will research further.

**V. Review of Financial Statements**

Patsy Jarreau presented the Income Statement for the twelve months ending December 31, 2012. Patsy invited David Aucoin, the CPA for the Board, to come to the meeting to explain the financials, but he was not able to attend. Patsy Jarreau will try and ensure David Aucoin will be able to come to the next CLPC meeting in New Orleans (February 1, 2014).

Patsy Jarreau was asked to leave the meeting so that the committee could discuss her salary.

Ms. Jarreau works 10-12 hours per week, and she has not had an increase in salary in 5 years.

*Motion* by Phyllis Toups to increase Ms. Jarreau's salary because Ms. Jarreau has never had a raise before, she is more valuable to the committee and the Board now, with 5 years of experience, and her intrinsic knowledge is almost irreplaceable. The motion was seconded by Brian Vidrine. *Motion passes* unanimously.

The committee would also like to address the issue of Ms. Jarreau receiving regular state-approved raise increases each year moving forward at the next committee meeting.

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**VI. Executive Session**

Not necessary.

**VII. Other Business**

George Roberts presented to the committee that the ULM – Medical Lab program is being closed. This will create a shortage of clinical lab people in that area. Phyllis Toups asked Melissa Grand to research whether the committee can write a letter to present to legislators for informational purposes which explains the impact that closing the program may have on the state.

Brian Vidrine raised the issue of the effect of Obamacare with regard to hospitals being closed, programs/personnel being terminated, etc.

*Motion* by Dr. Taylor for drafting of a letter from CLPC to appropriate parties for informational purposes; motion second by Cesia Gudiel. *Motion passes* unanimously. Melissa Grand will research the legality of this letter and report to the committee before any letter is sent by the committee.

A sub-committee comprised of Dr. Taylor, Phyllis Toups, Patsy Jarreau, Mary Muslow, and George Roberts will work on drafting declaratory language to recommend to the Board. The committee will then send this language to the Board in the form of a motion.

**VIII. Establish Meeting Dates for 2014**

Tentative Dates: February 1, 2014; May 3, 2014

**IX. Adjourn**

*Motion* to adjourn at approximately 12:33 p.m. by Dr. Taylor and seconded by Terry Cascio. *Motion passes* unanimously.