

**Arkansas Department of Health Radiation Control
Medical Ionizing Radiation Licensure Committee (MIRLC)
Minutes -Tuesday, October 7, 2025; 3:01 p.m. – 3:35 p.m.**

Committee members present via Teams were Tracy McKnight(Chair), Shane David, PharmD, Adrian Travis, Rogerich Paylor, M.D., Richard Nelson, M.D., and Paul Bruce M.S., DABR. Committee members not present were Dr. Alan Kirkland and Sheila Randolph. Also, in attendance Bernard Bevill, Charles Thompson, Brian Nichols, Reginald Rogers, Deborah Reagan, Craig Smith, Summer Khairi, Tiffany Young, and Adelia Oldenbroek. Bobby Matthews and Kendall Youngman attended as a guests. This meeting was held virtually via Teams.

Welcome and Introduction:

Mr. Bevill took roll call. Mr. Rogers declared a quorum as there were six members present and provided a statement about the meeting being recorded. Tracy McKnight called the meeting to order at 3:05 pm.

Minutes Review:

The minutes from the July 8, 2025, meeting were presented and reviewed. Shane David made a motion to accept the minutes as presented, Mr. Bruce seconded the motion. There were no objections and the motion passed unanimously.

Old Business:

Update on Brittany Watson, Temporary Radiologic Technologist License #0834501, came before the board to request an extension of her temporary license during the July 8, 2025 meeting. Mr. Bevill stated that she met the conditions requested and sat for the limited scope exam in September. She passed and has been issued a permanent limited scope license.

Summer Khari asked about board appointments. Both Ms. Khari and Tiffany Young have completed new applications. She asked if they needed to do anything else to be considered. Mr. Rogers said that there has been no new appointments at this time. Mr. Thompson said that a member from the legal team will reach out to their governors liaison to see if their applications were still valid and report back during the next scheduled meeting.

Current Complaints/Violations: None

New Business:

Mr. Smith reviewed the updated By-Laws. The updates were necessary to comply with Act 505 which amended the Freedom of Information Act as it relates to public meetings. Topics discussed included:

- Notice of Meetings 3 days before the meeting.
- Must include information to log in to the meeting remotely.
- The agenda must be posted.
- Committee members attending remotely must be identifiable for the purposes of establishing a quorum and as well as for voting. Mr. Smith encourages each member to turn on their camera if able or to provide another means of identification during roll call and it be noted for the record. Mr. Smith recommends that any votes going further should be conducted via a roll call vote each time so that votes can be recorded in the minutes correctly.
- Act 505 does state a preference for in person meetings but that if any members attend remotely that there is a written policy outlining the provisions for attendance, quorum and voting. These have been incorporated into the bylaws.

- The bylaws now state that meetings will be held on the first Tuesday of January, April, July, and October.
- There were some provisions added regarding subcommittees to be established as needed.

Tracy McKnight asked if they would be allowed to move meeting dates if necessary. Mr. Smith said that the committee is able to change meeting dates during a previous meeting if necessary. Mr. McKnight asked about ballots vs. roll call voting. Craig explained that a roll call vote will allow for recording votes in the minutes. Dr. David asked if there were non-substantive changes to the bylaws would that require another vote if approved or would the bylaws need to be represented for a vote. Craig said no. He encouraged the committee to review and at least vote about remote attendance to be compliant with Act 505.

Paul Bruce made a motion to accept the bylaws as presented. Shane David seconded the motion. Mr. Bevill conducted a roll call vote:

1. Dr. Shane David- Aye
2. Tracy McKnight- Chair only votes when there is a tie.
3. Adriane Travis- Aye
4. Dr. Paylor- Aye
5. Dr. Nelson- Abstain
6. Paul Bruce- Aye

Mr. Bevill counted four yeses and one abstaining vote. Mr. McKnight stated the by-laws have been approved.

Next Meeting Scheduled:

Mr. Rogers asked to have the committee put on the record if the committee prefers remote or in person meetings. Dr. Nelson and Adriane Travis, both stated it would be a hardship to attend in person. The committee decided it was more convenient to conduct the meetings remotely. Dr. David explained that a meeting space is reserved for each meeting should someone choose to attend in person, or if there was a need for a member of the public to attend. Mr. Rogers didn't feel it necessary to vote as long as there was something on the record discussing the matter.

Note: A room is available if any members of the public wish to attend, but there is an option for committee members to attend remotely.

Mr. McKnight asked for a vote for the next meetings to be held on January 6, 2026, and April 7, 2026 at 3:00 p.m. where a motion was made by Shane David and seconded by Dr. Nelson.

1. Dr. David- Aye
2. Tracy McKnight- Chair only votes when there is a tie.
3. Adriane Travis- Aye
4. Dr. Paylor- Aye
5. Dr. Nelson- Aye
6. Paul Bruce- Aye

Quarterly Medical Ionizing Radiation Licensure Committee meetings are set for 3:00 p.m. on

- January 6, 2026, voted passed
- April 7, 2026, voted passed
- July 7, 2026
- October 6, 2026

Tiffany Young asked Mr. Bevill and Adelia about the online system for license payments not working correctly and if this was a temporary issue. Adelia explained that the third-party online payment system has made system updates disrupting online payments. They are currently working on a resolution. The Department has no other information about the issue.

Meeting Termination:

The meeting ended at 3:35 p.m. with a motion from Dr. David and seconded by Dr. Nelson. Mr. Rogers said a roll call vote wasn't necessary and a voice vote would be fine. There motion passed unanimously.