



WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS
1715 Flat Top Road / PO Box 638 / Cool Ridge, WV 25825-0638 / WEBSITE: www.wvrtboard.org
Phone: 304-787-4398 / Fax: 304-787-3030 / Email: wvrtboe@suddenlinkmail.com

BOARD MEETING
June 5, 2014
Braxton County Technology Center, Sutton WV

Members Present

Nancy Oughton, Board Chair
Eva Hallis, Board Secretary
Alice Belmont
Tuanya Layton

Members Excused

None

Office Staff

Nancy Godby, Executive Director
Sharon Bleau, Office Secretary
Katherine Campbell, Attorney

I. CALL MEETING TO ORDER

The meeting was called to order at 5:00pm by Nancy Oughton, Board Chair at the Braxton County Technology Center in Sutton, WV.

II. RECOGNIZE GUESTS

There were no guests in attendance at the Board Meeting.

III. ESTABLISH QUORUM

Ms. Oughton established a quorum with all Board Members present.

IV. ACCEPT AGENDA

A motion was made by Tuanya Layton to accept the Agenda as presented; Eva Hallis seconded; and the motion was approved by the Board.

V. APPROVAL OF MEETING MINUTES

1. **March 13, 2014:** A motion was made by Ms. Layton to accept the Meeting Minutes for the March 13, 2014 Board Meeting with corrections; Alice Belmont seconded; and the motion was approved by the Board.

VI. OLD BUSINESS

1. **Ethics and Consent Agreement Updates:** Ms. Godby provided the Board with an update of the following Ethics and Consent Agreements:
 - a. **09-FY-2014, Tiffany Herrington:** Ms. Herrington completed all elements of the Consent Agreement and paid both the Fine and Administrative Fee. This case is now closed and requires no further action.



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- b. **15-FY-2014, Felicia Wolfe:** Ms. Wolfe has completed all elements of the Consent Agreement and paid both the Fine and Administrative Fee. This case is now closed and requires no further action.
 - c. **16-FY-2014, Julie Dranbauer:** Ms. Dranbauer has completed all elements of the Consent Agreement and paid both the Fine and Administrative Fee. This case is now closed and requires no further action.
2. **WV Oasis Update:** Ms. Godby provided the Board with copies of the Oasis Newsletters. Ms. Godby stated that meetings continue, that the Agency continues to meet all deadlines for submission of information, and that End User Training is underway with a go-live date of July 8, 2014 for the current phase of the project. The Board Office will be closed at times to allow for staff members to attend training and a notice has been placed on the website, in addition to alerts scrolling of specific days of closure. There was no action needed for this update. Additional information will be provided at the next Board Meeting.
3. **Website Update:** Ms. Godby provided the Board with an update of progress and copies of pictures purchased for inclusion on the new web design under development. There was no action needed for this update.
4. **November 11, 2011 Meeting Minutes and FY-2013 Annual Report Update:** Ms. Godby indicated that the November 11, 2011 Board Meeting Minutes were corrected and a revised FY-2013 Annual Report was uploaded to the Legislative Website. Ms. Godby indicated that she had also sent an email to Grady Bowyer thanking him for contacting the Board and informing him that corrections had been completed. There was no action needed for this update.
5. **Legislative Audit Update:** Ms. Godby informed the Board of upcoming dates for the Interim Legislative Session to address Study Resolutions. There was no action needed for this update.
6. **CLEAR Appreciation Letters:** Ms. Godby provided the Board with copies of letters of appreciation received from the Council on Licensure, Enforcement and Regulation (**CLEAR**) for her participation in the 2014 Mid-Year Business Meeting and Committee oversight. There was no action needed this Agenda item.



VII. NEW BUSINESS

1. **Ethics Committee:** Ms. Oughton and Ms. Hallis served as the Ethics Committee. Ms. Hallis provided recommendations on behalf of the Ethics Committee, as follows:
 - a. **ARRT Sanction List:** Ms. Godby provided a report of recent sanctions issued by the ARRT. None of the individuals had a WV Medical Imaging License. There was no action needed for this Agenda item.
 - b. **ASPMA Recertification:** Ms. Godby and Kate Campbell provided information and a verbal summary regarding a recent situation related to verification of Continuing Education Credits (CEU) for Podiatry Assistants by the American Society of Podiatric Medical Assistants (ASPMA). Ms. Hallis reported that the Ethics Committee recommended acceptance of submission of a current ASPMA card and a copy of completed CEU's while awaiting final approval of credits by the ASPMA to allow for renewal of the Podiatry Permit. The Podiatry Assistant would be required to submit a copy of their Certificate from the ASPMA. After discussion, a motion was made by Ms. Belmont to accept the recommendation of the Ethics Committee; Ms. Layton seconded; and the motion was approved by the Board.
 - c. **Epi-Pen:** Ms. Godby provided information regarding a recent request from a WV Hospital to allow Radiologic Technologists to administer Epi-Pen medication. Ms. Hallis reported that the Ethics Committee recommended rejection of this request. After review of all the available information and discussion, Ms. Layton made a motion to accept the recommendation of the Ethics Committee; Ms. Belmont seconded; and the motion was approved by the Board.
 - d. **07-FY-2014, Practice Violation-Performing Imaging with a Lapsed License:** Ms. Hallis reported that the Ethics Committee made a recommendation to accept the modified Consent Agreement to include a fine of \$200.00. After review and discussion, Ms. Belmont made a motion to accept the recommendation of the Ethics Committee; Ms. Layton seconded; and the motion was approved by the Board.



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- e. **12-FY-2014, Practice Violation-Performing Imaging with a Lapsed License:** Ms. Hallis reported that the Ethics Committee found probable cause, and recommended that the Board offer the Standard Consent Agreement for performing imaging with a lapsed license to include \$100.00 fine and \$100.00 administrative fee. Ms. Belmont made a motion to accept the recommendation of the Ethics Committee; Ms. Layton seconded; and the motion was approved by the Board.
- f. **13-FY-2014, Practice Violation- Performing Imaging with a Lapsed License:** Ms. Hallis reported that the Ethics Committee found probable cause, and recommended that the Board offer the Standard Consent Agreement for performing imaging with a lapsed license to include \$100.00 fine and \$100.00 administrative fee. Ms. Belmont made a motion to accept the recommendation of the Ethics Committee; Ms. Layton seconded; and the motion was approved by the Board.
- g. **17-FY-2014, Practice Violation- Performing Imaging with a Lapsed License:** Ms. Hallis reported that the Ethics Committee found probable cause, and recommended that the Board offer the Standard Consent Agreement for performing imaging with a lapsed license to include \$100.00 fine and \$100.00 administrative fee. Ms. Layton made a motion to accept the recommendation of the Ethics Committee; Ms. Belmont seconded; and the motion was approved by the Board.
- h. **18-FY-2014, Complaint Against Licensee:** Ms. Hallis reported that the Ethics Committee recommended additional information be requested through Subpoena of investigation documents from the employer in this case. Ms. Layton made a motion to accept the recommendation of the Ethics Committee; Ms. Belmont seconded; and the motion was approved by the Board.



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- 2. Financial Report:** Sharon Bleau presented a summary of the Financial Statements for March 2014; April 2014; and May 2014. Ms. Bleau also presented a summary of Purchase Card (P-Card) transactions for the same period of time. Ms. Godby provided a year to date spreadsheet of revenue and expenses for review. After discussion, Ms. Belmont made a motion to accept the financial report as presented; Ms. Hallis seconded; and the motion was approved by the Board.

(Note: A copy of the Financial Statements follows as an attachment).

- 3. FY-2015 Budget:** Ms. Godby provided a copy of documents submitted on behalf of the Board for the 2015 Fiscal Year Budget. After review and discussion, Ms. Layton made a motion to accept and approve the FY-2015 Budget as submitted; Ms. Belmont seconded; and the motion was approved by the Board.

(Note: A copy of the FY-2015 Budget follows as an attachment).

- 4. Executive Director Report:** Ms. Godby provided a verbal summary of the Monthly report of activities for March 2014 through May 2014. Ms. Godby also provided a report of FY-2014 activities toward completion of her performance standards Work Plan. After discussion, Ms. Layton made a motion to accept the Executive Director Report with corrections; Ms. Hallis seconded; and the motion was approved by the Board.

(Note: A copy of the Executive Director Report follows as an attachment).

- 5. Joint Review Committee on Education in Radiologic Technology (JRCERT) Summary Report:** Ms. Godby provided a summary of the information received from the JRCERT. Ms. Godby informed the Board that St. Mary's Medical Center had been awarded eight (8) years of Certification following the November 2013 site visit. There was no action needed for this Agenda item.

- 6. Safety Committee Report:** Ms. Layton presented the June 5, 2014 Safety Committee Report on behalf of the Agency. Repairs were made by the property owner in compliance with the lease agreement. Fleet training was completed on March 18, 2014 by the Executive Director. There were no accidents or injuries to report, and staff members are commended for their dedication to ensuring continued safety. After discussion, Ms. Belmont made a motion to accept the Safety Committee Report; Ms. Hallis seconded; and the motion was approved by the Board.

(Note: A copy of the Safety Committee Report follows as an attachment).



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7. **CAMC Teays Valley Sheath Program:** Ms. Godby informed the Board that a new application had been received from Charleston Area Medical Center (**CAMC**) Teays Valley for their Sheath Program. The submitted documents were provided to Board Members in advance of the Board Meeting. All elements required by the Board were satisfied in the application. After discussion, Ms. Belmont made a motion to accept the application and grant permission to CAMC Teays Valley for their Sheath Program; Ms. Hallis seconded; and the motion was approved by the Board. Ms. Layton abstained.
8. **CLEAR Board Member Training Report:** Ms. Belmont presented a summary of her attendance at the CLEAR Board Member Training held in November 2013. There was no action needed for this Agenda item.
9. **Society of Nuclear Medicine & Molecular Imaging Mid-Year Meeting Report:** Ms. Layton presented a summary of her attendance at the Society of Nuclear Medicine & Molecular Imaging Mid-Year Meeting held in February 2014. There was no action needed for this Agenda item.
10. **Appalachian Association of Nuclear Medicine Technologists (AANMT) Meeting Report:** Ms. Godby presented a summary of her two PowerPoint presentations at the Annual AANMT meeting held in March 2014. There was no action needed for this Agenda item.
11. **Conferences:**
 - a. **2014 WVSRT Conference, October 9-12:** Ms. Godby provided a Conference Travel Request Form for consideration and indicated that she has yet to be approached by WVSRT to present at the Conference. Ms. Hallis indicated the date has been modified to October 9-11 and that the West Virginia Society of Radiologic Technologists (**WVSRT**) has not finalized the program. After review of all the available information and discussion, Ms. Belmont made a motion to approve Ms. Godby's request to attend the Annual WVSRT Conference; Ms. Layton seconded; and the motion was approved by the Board. Ms. Hallis abstained.
 - b. **2015 Federation of Association of Boards Seminar, October 2-4 in MD:** Ms. Godby provided a Conference Travel Request Form and Conference information for consideration for the Annual Federation of Association of Boards (FARB) Seminar, stating that the attendee could be either herself or Ms. Campbell. After discussion, Ms. Layton made a motion to approve the request to send a representative of the Board to this Conference; Ms. Hallis seconded; and the motion was approved by the Board.



VIII. Board Staff Performance Evaluation and Performance Merit Increase:

A motion was made by Ms. Belmont at 7:30pm to go into Executive Session to discuss matters of Personnel. Ms. Layton seconded, and the motion was approved by the Board.

A motion was made by Ms. Belmont at 8:25pm to come out of Executive Session. Ms. Layton seconded, and the motion was approved by the Board.

A motion was made by Ms. Layton to accept the Performance Evaluation of Nancy A. Godby with revisions related to the review of the goals, results, and pay increase to be discussed with Ms. Godby by Ms. Oughton. Ms. Belmont seconded, and the motion was approved by the Board. The evaluation indicated an overall rating score of 2.378, which equates to a pay percentage increase of 3%.

A motion was made by Ms. Belmont to accept the Performance Evaluation and recommended promotion of Sharon E. Bleau from the title of Secretary to the title of "Administrative Secretary" as prepared by Ms. Godby. Ms. Hallis seconded, and the motion was approved by the Board. The evaluation indicated an overall rating score of 3.000, which equates to a pay percentage increase of 4%."

- IX. Election of Officers:** Ms. Godby requested that the Board consider delaying election of officers to the next Board Meeting. After discussion, Ms. Belmont made a motion to table the election of officers and discuss at the next Board Meeting; Ms. Layton seconded; and the motion was approved by the Board.
- X. Next Board Meeting Date and Location Determination:** The next Board Meeting date is August 21, 2014. After discussion, Ms. Belmont made a motion to schedule the August 21, 2014 Board Meeting at the Braxton County Technology Center; Ms. Layton seconded; and the motion was approved by the Board.
- XI. Adjourn:** A motion to Adjourn was made by Ms. Belmont at 8:45pm; Ms. Hallis seconded; and the motion was approved by the Board.

Minutes prepared and submitted for consideration by Nancy Godby, Executive Director and Sharon Bleau, Secretary.

Final Minutes, approved with corrections, August 21, 2014.

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TECHNOLOGY BOARD OF EXAMINERS

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FINANCIAL STATEMENT

MARCH 2014

| | |
|--|---------------------|
| Beginning Balance as of March 1, 2014: | \$240,591.49 |
| Deposits for March: | 9,980.00 |
| Total Receipts: | \$250,571.49 |

Disbursements for March:

| | |
|------------------------------------|------------|
| 001 Payroll | \$6,364.60 |
| 002 Per Diem | 1,075.00 |
| 011 SS & Medicare | 556.79 |
| 012 P/E Insurance Agency | 228.00 |
| 016 P/E Retirement System | 922.86 |
| 020 Office Expenses | 553.96 |
| 022 Rent | 350.00 |
| 023 Utilities | 38.63 |
| 024 Telecommunications | 325.83 |
| 025 Contractual and Professional | 160.00 |
| 026 Travel Expenses | 2,185.24 |
| 027 Computer Services | 36.50 |
| 029 Vehicle Rental | 558.64 |
| 033 Food Products | 14.74 |
| 036 Vehicle Operating Expense | 52.49 |
| 041 Cellular Charges | 76.99 |
| 044 Energy Expense Motor Vehicles | 101.11 |
| 047 Energy Expense Utilities | 247.30 |
| 053 Postal Expenses | 69.91 |
| 089 Bank Cost (Credit Cd Expenses) | 198.16 |
| 160 PEIA | 176.00 |
| 175 State Treasurer's Office Fees | 45.00 |

Total Disbursements: \$ 14,337.75

Balance as of March 31, 2014: \$ 236,233.74

Balance as of March 31, 2013: \$ 206,004.64

Year to Year Revenue Increase: \$ 30,229.10

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FINANCIAL STATEMENT

APRIL 2014

| | |
|--|---------------------|
| Beginning Balance as of April 1, 2014: | \$236,233.74 |
| Deposits for April: | 9,240.00 |
| Total Receipts: | \$245,473.74 |

Disbursements for April:

| | |
|------------------------------------|---------------------|
| 001 Payroll | \$6,364.60 |
| 002 Per Diem | 50.00 |
| 011 SS & Medicare | 478.38 |
| 012 P/E Insurance Agency | 228.00 |
| 015 Unemployment Compensation | 20.43 |
| 016 P/E Retirement System | 922.86 |
| 020 Office Expenses | 139.95 |
| 021 Printing | 345.42 |
| 022 Rent | 350.00 |
| 023 Utilities | 38.63 |
| 024 Telecommunications | 302.40 |
| 025 Contractual and Professional | 891.50 |
| 026 Travel Expenses | 591.29 |
| 027 Computer Services | 34.50 |
| 029 Vehicle Rental | 405.27 |
| 032 Insurance | 504.00 |
| 041 Cellular Charges | 76.99 |
| 042 Hospitality | 69.86 |
| 044 Energy Expense Motor Vehicles | 215.23 |
| 047 Energy Expense Utilities | 202.79 |
| 053 Postal Expenses | 214.42 |
| 089 Bank Cost (Credit Cd Expenses) | 209.05 |
| 160 PEIA | 176.00 |
| 175 State Treasurer's Office Fees | 30.00 |
| Total Disbursements: | \$ 12,861.57 |

Balance as of April 30, 2014: \$ 232,612.17

Balance as of April 30, 2013: \$ 198,664.16

Year to Year Revenue Increase: \$ 33,948.01

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FINANCIAL STATEMENT

MAY 2014

| | |
|--------------------------------------|---------------------|
| Beginning Balance as of May 1, 2014: | \$232,612.17 |
| Deposits for May: | <u>11,495.00</u> |
| Total Receipts: | \$244,107.17 |

Disbursements for May:

| | |
|------------------------------------|---------------------|
| 001 Payroll | \$6,364.60 |
| 011 SS & Medicare | 474.55 |
| 012 P/E Insurance Agency | 228.00 |
| 016 P/E Retirement System | 922.86 |
| 020 Office Expenses | 478.69 |
| 021 Printing | 71.87 |
| 022 Rent | 400.00 |
| 023 Utilities | 38.63 |
| 024 Telecommunications | 304.17 |
| 025 Contractual and Professional | 2,318.00 |
| 026 Travel Expenses | 682.60 |
| 027 Computer Services | 41.50 |
| 033 Food Products | 14.74 |
| 041 Cellular Charges | 77.01 |
| 042 Hospitality | 3.13 |
| 044 Energy Expense Motor Vehicles | 142.96 |
| 047 Energy Expense Utilities | 165.60 |
| 053 Postal Expenses | 734.35 |
| 054 Computer Supplies & Equipment | 79.99 |
| 089 Bank Cost (Credit Cd Expenses) | 187.80 |
| 110 PEIA 1% Transfer | 764.00 |
| 160 PEIA | 176.00 |
| 175 State Treasurer's Office Fees | 30.00 |
| Total Disbursements: | \$ 14,701.05 |

Balance as of May 31, 2014: \$ 229,406.12

Balance as of May 31, 2013: \$ 189,154.06

Year to Year Revenue Increase: \$ 40,252.06

Report ID: WV-AB-ES-001
Run Date: 04/24/2014
Run Time: 3:11:03 PM

State of West Virginia
wvOASIS
Expenditure Schedule



DEPARTMENT 0915 MEDICAL IMAGING & RADIATION THERAPY TECH BOE
UNIT 0915-0915 MEDICAL IMAGING & RADIATION THERAPY TECH BOE
FUND CLASS SPEC - SPECIAL REVENUE
FUND 8543 BD OF EXAMINERS MEDICAL IMAGING TECHNOLOGY FUND

APPROPRIATION 09900 UNCLASSIFIED

| Budget Object | Budget Object Name | Sub-Object | Sub-Object Name | Current Year | Expenditure Schedule |
|---------------|---------------------------|------------|-----------------|--------------|----------------------|
| 1200 | PERS SERVICE(W/ PR DEDUC) | | | 95,000.00 | 95,000.00 |
| 1201 | PERS SERV(W/O PR DEDUCT) | | | 10,000.00 | 10,000.00 |
| 1206 | ANNUAL INCREMENT | | | 180.00 | 240.00 |
| 2200 | PEIA FEES | | | 1,000.00 | 1,000.00 |
| 2202 | SOCIAL SECURITY MATCHING | | | 10,000.00 | 10,000.00 |
| 2203 | PUBLIC EMPLOYEES INS | | | 3,000.00 | 4,740.00 |
| 2205 | WORKERS COMPENSATION | | | 1,000.00 | 500.00 |
| 2206 | UNEMPLOYMENT COMPENSATION | | | 0.00 | 500.00 |
| 2207 | PENSION AND RETIREMENT | | | 15,000.00 | 15,000.00 |
| 2208 | WV OPEB CONTRIBUTION | | | 2,112.00 | 2,137.00 |
| 3200 | OFFICE EXPENSES | | | 4,000.00 | 4,000.00 |
| 3201 | PRINTING AND BINDING | | | 1,500.00 | 1,500.00 |
| 3202 | RENT EXP (REAL PROP) BLDG | | | 6,500.00 | 6,500.00 |
| 3203 | UTILITIES | | | 1,000.00 | 1,000.00 |
| 3204 | TELECOMMUNICATIONS | | | 4,000.00 | 3,500.00 |
| 3206 | CONTRACTURAL SERVICES | | | 14,000.00 | 13,800.00 |
| 3207 | PROFESSIONAL SERVICES | | | 0.00 | 500.00 |

Report ID: WV-AB-ES-001
Run Date: 04/24/2014
Run Time: 3:11:03 PM

State of West Virginia
wvOASIS
Expenditure Schedule



APPROPRIATION 09900 UNCLASSIFIED

| Budget Object | Budget Object Name | Sub-Object | Sub-Object Name | Current Year | Expenditure Schedule |
|---------------|----------------------------|------------|-----------------|--------------|----------------------|
| 3211 | TRAVEL EMPLOYEE | | | 20,000.00 | 20,000.00 |
| 3213 | COMPUTER SERVICES INTERNAL | | | 2,500.00 | 2,000.00 |
| 3216 | VEHICLE RENTAL | | | 5,888.00 | 5,888.00 |
| 3217 | RENTAL (MACHINE & MISC) | | | 500.00 | 500.00 |
| 3218 | ASSOC DUES & PROF MEMBERS | | | 1,075.00 | 1,075.00 |
| 3219 | FIRE/AUTO/BOND/ & OTHR IN | | | 3,000.00 | 3,000.00 |
| 3220 | FOOD PRODUCTS | | | 150.00 | 125.00 |
| 3221 | SUPPLIES-CLOTHING | | | 150.00 | 125.00 |
| 3224 | ADVERTISING & PROMOTIONAL | | | 0.00 | 50.00 |
| 3225 | VEHICLE OPERATING EXP | | | 1,500.00 | 1,000.00 |
| 3226 | SUPPLIES-RESEARCH | | | 0.00 | 0.00 |
| 3229 | ROUTINE MAINT CONTRACTS | | | 1,000.00 | 1,000.00 |
| 3232 | CELLULAR CHARGES | | | 1,500.00 | 1,500.00 |
| 3233 | HOSPITALITY | | | 1,500.00 | 1,500.00 |
| 3235 | ENERGY EXP MTR VEH/AIR. | | | 2,000.00 | 2,000.00 |
| 3238 | ENERGY EXPENSE UTILITIES | | | 1,500.00 | 1,800.00 |
| 3241 | MISCELLANEOUS | | | 200.00 | 200.00 |
| 3242 | TRAINING & DEV - IN STATE | | | 2,000.00 | 2,500.00 |
| 3244 | POSTAL | | | 5,000.00 | 4,500.00 |
| 3245 | FREIGHT | | | 0.00 | 500.00 |
| 3246 | SUPPLIES-COMPUTER | | | 1,000.00 | 1,000.00 |
| 3252 | MISC EQUIPMENT PURCHASES | | | 1,425.00 | 800.00 |

Report ID: WV-AB-ES-001
Run Date: 04/24/2014
Run Time: 3:11:03 PM

State of West Virginia
wvOASIS
Expenditure Schedule



APPROPRIATION 09900 UNCLASSIFIED

| Budget Object | Budget Object Name | Sub-Object | Sub-Object Name | Current Year | Expenditure Schedule |
|---------------|-----------------------------|------------|-----------------|------------------|----------------------|
| 3263 | BANK COSTS | | | 4,500.00 | 4,500.00 |
| 3272 | PEIA RESERVE TRANSFER | | | 1,500.00 | 1,500.00 |
| 3296 | IMPREST FUNDS | | | 0.00 | 0.00 |
| 3324 | STATE TREASURER OFFICE FEES | | | 0.00 | 500.00 |
| 5200 | OFFICE EQUIPMENT-ASSETS | | | 3,000.00 | 500.00 |
| 6100 | OFFICE REPAIRS | | | 250.00 | 250.00 |
| 6105 | VEHICLE REPAIRS | | | 1,000.00 | 1,000.00 |
| FTE | FTE COUNT | | | 0.00 | 2.00 |
| | | | | <hr/> 230,430.00 | 229,230.00 |

0915-0915 MEDICAL IMAGING & RADIATION THERAPY TECH BOE

8543 BD OF EXAMINERS MEDICAL IMAGING TECHNOLOGY FUND-SPEC

| Fund | Sub Fund | Unit | Approp. | Appropriation Name | Expenditure Schedule | Total Allotments | Exp Sched vs Allotments |
|---|----------|-----------|---------|--------------------|----------------------|------------------|-------------------------|
| 8543 | 0 | 0915-0915 | 09900 | UNCLASSIFIED | 229,230 | 229,230 | 0 |
| | | | | Sum: | 229,230 | 229,230 | 0 |
| 0915-0915 MEDICAL IMAGING & RADIATION THERAPY TECH BOE Total for Unit: | | | | | 229,230 | 229,230 | 0 |
| Grand Total for Report | | | | | 229,230 | 229,230 | 0 |

MISCELLANEOUS

0915 MEDICAL IMAGING & RADIATION THERAPY TECH BOE

8543 BD OF EXAMINERS MEDICAL IMAGING TECHNOLOGY FUND-SPEC

| Fund | Dept. | Approp. | Appropriation Name | Enrolled Budget | Expenditure Schedule | Total Allotments | Enrolled vs Allotment | Enrolled vs Exp Sched. | Exp Sched vs Allotments |
|------|-------|---------|--------------------|-----------------|----------------------|------------------|-----------------------|------------------------|-------------------------|
| 8543 | 0915 | 09900 | UNCLASSIFIED | 229,230 | 229,230 | 229,230 | 0 | 0 | 0 |
| | | | Sum: | 229,230 | 229,230 | 229,230 | 0 | 0 | 0 |

0915-0915 MEDICAL IMAGING & RADIATION THERAPY TECH

8543 BD OF EXAMINERS MEDICAL IMAGING TECHNOLOGY FUND-SPEC

| Fund | Sub Fund | Unit | Revenue Source | Revenue Source Name | Budget Structure 91 Level 1 | Budget Structure 91 Level 2 | Budget Structure 91 Level 1 - Level 2 |
|------|----------|-----------|----------------|---------------------------|-----------------------------|-----------------------------|---------------------------------------|
| 8543 | 0 | 0915-0915 | 6696 | OTHR COLL/FEES/LIC & INCM | 222,000 | 0 | 222,000 |
| | | | | Sum: | 222,000 | 0 | 0 |

Summary of Revenues, Expenditures and Balances

| MISCELLANEOUS | | | | | | | | | | | | |
|--|-----------------------------|-------------------|----------------|----------------|----------------|------------------|------------------------|---------------|---------------|---------------|----------------|--------------------------|
| 0915 - MEDICAL IMAGING & RADIATION THERAPY TECH BOE | | | | | | | | | | | | |
| SPECIAL REVENUE (SPEC) | | | | | | | | | | | | |
| Fund Code | Estimated Beginning Balance | Estimated Revenue | | | | | Estimated Expenditures | | | | | Estimated Ending Balance |
| | | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Total | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Total | |
| 8543 - BD OF EXAMINERS MEDICAL IMAGING TECHNOLOGY | 205,000 | 265,000 | 282,000 | 240,000 | 255,000 | 1,042,000 | 75,000 | 75,000 | 57,000 | 22,230 | 229,230 | 197,770 |
| TOTAL SPECIAL REVENUE | 205,000 | 265,000 | 282,000 | 240,000 | 255,000 | 1,042,000 | 75,000 | 75,000 | 57,000 | 22,230 | 229,230 | 197,770 |

| | Estimated Beginning Balance | Estimated Revenue | | | | | Estimated Expenditures | | | | | Estimated Ending Balance |
|---|-----------------------------|-------------------|----------------|----------------|----------------|------------------|------------------------|---------------|---------------|---------------|----------------|--------------------------|
| | | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Total | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Total | |
| TOTAL MEDICAL IMAGING & RADIATION THERAPY TECH B | 205,000 | 265,000 | 282,000 | 240,000 | 255,000 | 1,042,000 | 75,000 | 75,000 | 57,000 | 22,230 | 229,230 | 197,770 |

Revenue Anticipations by Quarter and Source

| MISCELLANEOUS | | | | | | |
|---|--|-------------------|---------------|---------------|---------------|----------------|
| 0915 - MEDICAL IMAGING & RADIATION THERAPY TECH BOE | | | | | | |
| 8543 - BD OF EXAMINERS MEDICAL IMAGING TECHNOLOGY FUND (SPECIAL REVENUE) | | | | | | |
| Fund | Revenue Source | Estimated Revenue | | | | |
| | | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Total |
| 8543 | 6696 - OTHR COLL/FEES/LIC & INCM | 60,000 | 77,000 | 35,000 | 50,000 | 222,000 |
| 8543 | EST_BEG_BALANCE - ESTIMATE BEG BALANCE | | | | | |
| TOTAL FUND 8543 - BD OF EXAMINERS MEDICAL IMAGING TECHNOLOGY FUND | | 60,000 | 77,000 | 35,000 | 50,000 | 222,000 |

| Fund Class Total | Estimated Revenue | | | | |
|-------------------------------------|-------------------|-------------|-------------|-------------|---------|
| | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Total |
| TOTAL SPECIAL REVENUE (SPEC) | 60,000 | 77,000 | 35,000 | 50,000 | 222,000 |

| Department Total | Estimated Revenue | | | | |
|--|-------------------|-------------|-------------|-------------|---------|
| | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Total |
| FAL 0915 - MEDICAL IMAGING & RADIATION THERAPY TECH BOE | 60,000 | 77,000 | 35,000 | 50,000 | 222,000 |

Expenditure Allotments by Quarter and Appropriation

| | | | | | | |
|---|----------------------|-------------------------------|--------------------|--------------------|--------------------|----------------|
| MISCELLANEOUS | | | | | | |
| 0915 - MEDICAL IMAGING & RADIATION THERAPY TECH BOE | | | | | | |
| 8543 - BD OF EXAMINERS MEDICAL IMAGING TECHNOLOGY FUND (SPECIAL REVENUE) | | | | | | |
| | | Estimated Expenditures | | | | |
| Fund | Appropriation | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Total |
| 8543 | 09900 - UNCLASSIFIED | 75,000 | 75,000 | 57,000 | 22,230 | 229,230 |
| TOTAL FUND 8543 - BD OF EXAMINERS MEDICAL IMAGING TECHNOLOGY FUND | | 75,000 | 75,000 | 57,000 | 22,230 | 229,230 |
| % of Total Appropriation | | 32.72% | 32.72% | 24.87% | 9.70% | |

| | | | | | |
|-------------------------------------|-------------------------------|--------------------|--------------------|--------------------|--------------|
| | Estimated Expenditures | | | | |
| Fund Class Total | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Total |
| TOTAL SPECIAL REVENUE (SPEC) | 75,000 | 75,000 | 57,000 | 22,230 | 229,230 |

| | | | | | |
|--|-------------------------------|--------------------|--------------------|--------------------|--------------|
| | Estimated Expenditures | | | | |
| Department Total | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Total |
| TOTAL 0915 - MEDICAL IMAGING & RADIATION THERAPY TECH BOE | 75,000 | 75,000 | 57,000 | 22,230 | 229,230 |

FY 2015 Personal Services Expenditure Schedule Account Summary

| Department: | | 0915 - MEDICAL IMAGING & RADIATION THERAPY TECH BOE | | | | | | | | | | | | |
|---|------|--|------|-------|------------------|--------------------------|------------------|------------------|-----------------|------------------|---------------------|-------------------------|-------------------------|---------------------|
| Cabinet: | | MISCELLANEOUS | | | | | | | | | | | | |
| Account Name | Fund | FY | Dept | Appro | Source of Funds* | Personal Services (1200) | Temporary (1201) | Reimburse (1202) | Overtime (1203) | Attrition (1204) | Personal Services** | Annual Increment (1206) | Total Personal Services | Total Number of FTE |
| BD OF EXAMINERS MEDICAL IMAGING TECHNOLOGY FUND | 8543 | 2015 | 0915 | 09900 | 05 | 95,000 | 10,000 | 0 | 0 | 0 | 105,000 | 240 | 105,240 | 2.00 |
| | | | | | Total | 95,000 | 10,000 | 0 | 0 | 0 | 105,000 | 240 | 105,240 | 2.00 |

*Source of Funds: 01 - General, 02 - State Road, 03 - Federal, 04 - Appropriated Special, 05 - Non-appropriated Special, 06 - Appropriated Lottery
 **Objects 1200-1204

Report ID: WV-AB-AR14

Run Date: 04/24/2014

Run Time: 1:07:00 PM

State of West Virginia
wvOASIS Advantage Budgeting
Dues and Memberships



MISCELLANEOUS

MEDICAL IMAGING & RADIATION THERAPY TECH BOE

| Name or Group of Association | Prior Year Actuals | Current Year Budgeted | wvOASIS no. |
|--|--------------------|-----------------------|---------------------|
| Annual Dues American Society of Radiologic Technologists, (ASRT) | \$0 | \$150 | 8543 - 0915 - 09900 |
| Annual Dues Council on Licensure, Enforcement and Regulation, (CLE | \$0 | \$275 | 8543 - 0915 - 09900 |
| Annual Dues WV Association of Licensing Boards | \$0 | \$315 | 8543 - 0915 - 09900 |
| Annual Dues WV Society of Radiologic Technologists, (WVSRT) | \$0 | \$40 | 8543 - 0915 - 09900 |
| Annual Dues Health Care Compliance Association, (HCCA) | \$0 | \$295 | 8543 - 0915 - 09900 |
| Total for MEDICAL IMAGING & RADIATION THERAPY TECH BOE | \$0 | \$1,075 | |
| Total for MISCELLANEOUS | \$0 | \$1,075 | |



WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS
1715 FLAT TOP ROAD - P.O. BOX 638 - COOL RIDGE, WV 25825-0638
Telephone: (304) 787-4398 Toll Free: (877) 609-9869 Fax: (304) 787-3030
E-mail: wvrtboe@suddenlinkmail.com Web Page: www.wvrtboard.org

Executive Director Report June 5, 2014

1. **Site Inspection Report:** Site inspections have now been completed for all fifty-five (55) counties and all hospitals, which exceeds the expectation for the SMART Goals developed by the Board.

FY-2014 Inspection totals: 26 hospitals and 117 other facilities, total 143 facilities, with 1492 licenses verified.

2. **Meetings and events attended March through May 2014:**

- a. **March 6, 2014:** Met with Board Attorney to prepare for Hearing on March 12, 2014;
- b. **Saturday, March 8, 2014:** Provided two PowerPoint Presentations, Appalachian Association of Nuclear Medicine Technologists (**AANMT**) 2014 Spring Meeting at Earl Ray Tomblin Convention Center in Logan/Chapmanville;
- c. **March 18, 2014:** FLEET Coordinator Training in Charleston;
- d. **March 19, 2014:** Association of Boards Meeting and WV Oasis Workshop, Charleston;
- e. **March 20, 2014:** Cool Ridge Office (*sign lease with property owner*), deliver signed lease to Real Estate Division (**RED**) in Charleston;
- f. **March 25, 2014:** Met with Web Master at Treasurer's Office;
- g. **March 31, 2014:** Community Service, PRIDE Board Meeting in Logan County, (Board Chair for this elder care and early childhood Community Services Organization);
- h. **April 9, 2014:** WV Oasis Budget Training in Charleston;
- i. **April 22, 2014:** WV Oasis Budget and Training Workshops;
- j. **April 28, 2014:** Community Service, PRIDE Board Meeting in Logan County, (*Board Chair for this elder care and early childhood Community Services Organization, personal time used*);
- k. **April 29, 2014:** Collaborated with Web Master at Treasurer's Office regarding pictures for the website; collaborated with Board Office Secretary to prepare a new website outline;
- l. **May 5, 2014:** 50th Anniversary Celebration for PRIDE in Logan County;
- m. **May 6, 2014:** Purchasing Division Open House and Training;
- n. **May 9, 2014:** Health Care Compliance Association (HCCA) Regional Conference, (*personal time and personal expense*);
- o. **May 12, 2013:** Worked at Cool Ridge Office;
- p. **May 14, 2014:** WV Oasis Financial Training Overview, (1 of 2);
- q. **May 15, 2014:** WV Oasis Financial Training Overview, (2 of 2);
- r. **May 19, 2014:** Monthly PRIDE Board Meeting, (*personal time used*);
- s. **May 20, 2014:** WV Oasis Training;
- t. **May 22, 2014:** Worked at Cool Ridge Office;
- u. **May 27, 2014:** WV Oasis Training;
- v. **May 28, 2014:** WV Oasis Training.



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June 5, 2014 Safety Committee Report

1. Office Safety

- a. No office accidents or injuries to report;
- b. Crash bar, threshold, and weather stripping added to rear exit door by property owner (to comply with terms of lease renewal);
- c. Threshold, weather stripping, and automatic closure device replaced on the front entrance door by property owner (to comply with terms of lease renewal).

2. FLEET Management

- a. No accidents or injuries to report;

3. Safety Training

The Executive Director attended the FLEET Coordinator Training in Charleston, March 18, 2014. This was a full day of training and education.

Staff members are commended by the Board for their dedication to assuring continued safety.