



WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS

Albert T Summers Center

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BOARD MEETING AGENDA

Thursday, May 23, 2019 at 2:00PM

- 1. Call Meeting to Order**
- 2. Recognize Guests**
- 3. Establish Quorum (4)**
- 4. Approve Board Meeting Agenda**
 - a. May 23, 2019 - **Vote****
- 5. Approve Board Meeting Minutes**
 - a. January 17, 2019 – **Vote****
 - b. May 7, 2019 – **Vote****
- 6. Old Business**
 - a. Ethics Update**
 - i. 03-FY-2017**
 - ii. 06-FY-2018**
 - iii. 01-FY-2019**
 - iv. 02-FY-2019**
 - v. 03-FY-2019**
 - vi. 04-FY-2019**
 - vii. 05-FY-2019**
 - viii. 06-FY-2019**
 - ix. 07-FY-2019**
 - x. 08-FY-2019**
 - b. Personnel Update**
 - c. Fleet Vehicle**

- d. Lock Box Implemented
- e. Website Payments Implemented
- f. FARB Conference Update
- g. Website Database Licensing System

7. New Business

a. Ethics – **Executive Session - Vote**

- i. Ethics Committee consisting of Board Chair Layton, Director Browning and Ms. Justice met on May 16, 2019 at the Board Office.

1. 09-FY-2019
2. 10-FY-2019
3. 11-FY-2019
4. 12-FY-2019
5. 13-FY-2019
6. 14-FY-2019
7. 15-FY-2019
8. 16-FY-2019
9. 17-FY-2019

b. Finance - **Vote**

- i. Finance Committee consisting of Board Chair Layton, Director Browning and Ms. Justice met on May 16, 2019 at the Board Office.

1. January 2019
2. February 2019
3. March 2019
4. April 2019

c. BRIMM Safety Requirements

i. Driver and Vehicle Safety

1. Fleet Vehicle returned
2. Fleet Safety Driving Tips
 - a. February 2019 – Car Maintenance

- b. March 2019 – Distracted Driving
- c. April 2019 – Spring Driving Hazards
- d. May 2019 – Click it or Ticket, Seatbelt Safety

ii. Cyber Information and Security

- 1. Director Browning completed the Confidentiality Agreement
- 2. Director Browning completed Cyber Security Training
- 3. Director Browning completed the P-Card Cardholder Agreement
- 4. Director Browning completed the P-Card Coordinator, Ethics and Cardholder Training

iii. Loss

- 1. No Loss of Property or Time – Recognition for all Board Members and Staff for safe practices

d. Director's Reports - **Vote**

- i. January 2019
- ii. February 2019
- iii. March 2019
- iv. April 2019

e. Schools Report

- i. JRCERT & JRCNMT Update
 - 1. OVMC Closing May 2020

f. Nuclear Medicine Apprentice License - **Vote**

g. State Only Test - **Vote**

h. Series 1 Rules - **Vote**

i. Annual Budget - **Vote**

j. Major Purchases - **Vote**

- i. Electronics
- ii. Furniture

k. Annual Salary Review - **Executive Session – Vote**

- i. Governor's 5% Raise - \$2,370

8. Upcoming Meetings

- a. November 21, 2019 – Board Office, Albert T. Summers Center
- b. February 20, 2020 – Board Office, Albert T. Summers Center
- c. May 21, 2020 – Board Office, Albert T. Summers Center
- d. August 20, 2020 – Board Office, Albert T. Summers Center
- e. November 19, 2020 – Board Office, Albert T. Summers Center

9. Adjourn

NOTE:

Meetings will be Noticed five (5) business days in advance. The Agenda will be available 3 business days in advance. New agenda items may be added up to two (2) business days in advance. The Agenda will be available at the Board Office. The Board reserves the option to reorder the Agenda items at the beginning of the meeting.

ADA Notice: *The West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners is committed to providing meeting access through reasonable accommodation under the Americans with Disabilities Act (ADA). Kindly notify the Board prior to the meeting for special accommodations*