



**WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS**

1124 Smith Street, Suite B-300, Charleston WV 25301

Telephone: (304) 558-4012 Toll Free: (877) 609-9869 Fax: (304) 957-0177

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## **Executive Director Monthly Report April 2021**

### **1. Revenue**

**a. Total Revenue \$11,385.00**

<b>i. Renewal Applications –</b>	<b>\$65 x 143 = \$9,295</b>
<b>ii. New Applications –</b>	<b>\$100 x 12 = \$1,200</b>
<b>iii. Temporary Applications –</b>	<b>\$40 x 3 = \$120</b>
<b>iv. Late / Reinstatement Applications –</b>	<b>\$90 x 3 = \$270</b>
<b>v. Name Change / Duplicate Applications –</b>	<b>\$15 x 0 = \$0</b>
<b>vi. Consent Agreements</b>	<b>\$250 x 2 = \$500</b>

### **2. Expenditures**

**a. Total Expenses \$15,955.44**

<b>i. Payroll</b>	<b>\$7,792.30</b>
<b>ii. Benefits</b>	<b>\$1,607.13</b>
<b>iii. Expenditures</b>	<b>\$6,556.01</b>

### **3. Balances**

- a. 2021 – \$451,516.90**
- b. 2020 – \$388,745.87**
- c. 2019 – \$350,520.45**
- d. 2018 – \$289,942.88**
- e. 2017 – \$285,325.35**

### **4. Disciplinary Actions**

- a. 07-FY-2020 – Case Closed**
- b. 02-FY-2021 – License Expired**
- c. 03-FY-2021 – Consent Agreement Offered**
- d. 04-FY-2021 – Case Closed**
- e. 05-FY-2021 – Consent Agreement Offered**
- f. 06-FY-2021 – Investigated**



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**5. Duties**

- a. Google Ambassador for Google Workplace Conversion
- b. Boardable Board Management Software Training
- c. Legislative Session
- d. Licensing
- e. Complaints
- f. Office Communications
- g. Website
- h. Data Management
- i. Information Security and Privacy
- j. Policies and Procedures
- k. Training
- l. Payroll
- m. Payment of Expenditures via wVOASIS
- n. Financial Reconciliation
- o. Monthly Financial Reports
- p. P-Card Agency Coordinator
- q. Budget Administrator
- r. Agency Procurement Officer
- s. BRIM Coordinator
- t. Stakeholder Liaison

**6. Calendar of Events**

- a. April 1, 2021 – Welcome to Google Workplace Webinar
- b. April 2, 2021 – Advanced Google Workplace Webinar
- c. April 5, 2021 – Google Workplace G-Mail and Calendar Conversion
- d. April 7, 2021 – Google Workplace – Google Meet and Chat Webinar
- e. April 7, 2021 – Google Workplace – Welcome to Google Drive
- f. April 9, 2021 - Boardable Customer Success Webinar: New User Training
- g. April 10, 2021 – Legislative Session Adjournment
- h. April 14, 2021 – Purchasing Training – Vendor Registration
- i. April 14, 2021 – Site Inspection – Mountaineer Family Medicine
- j. April 15, 2021 – Finance Committee Meeting
- k. April 15, 2021 – Ethics Committee Meeting
- l. April 15, 2021 – Board Meeting
- m. April 19-22, 2021 – Cash Management Conference
- n. April 20, 2021 – Budget Submission
- o. April 22, 2021 – CLEAR Webinar - Administrative Rulemaking



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- p. **April 28, 2021 – Purchasing Training – Purchasing as a Privacy Powerhouse**
- q. **May 11, 2021 – Digital Government Summit 2021**
- r. **May 12, 2021 – Purchasing - Insurance Requirements**
- s. **May 13, 2021 – Purchasing Procedures and P-Card Rules**
- t. **May 17-21, 2021 – CRCPD Conference**
- u. **May 19, 2021 – Purchasing Training - Purchasing Training Ethics and Risks**
- v. **May 20, 2021 - CLEAR Webinar - Professional Discipline**
- w. **May 20, 2021 – Finance Committee Meeting**
- x. **May 20, 2021 – Ethics Committee Meeting**
- y. **May 20, 2021 – Board Meeting**

**7. Future Goals**

- a. **Add Radiation Therapy Requirements to the Code**
- b. **Add Background Checks to the Code**
- c. **Add CT Apprenticeship instead of CT Fusion Test to Code**
- d. **Amend Series 6**
- e. **Amend Series 1**