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
E-mail: rtboard@wv.gov Web Page: www.wvrtboard.gov

Executive Director Monthly Report
FY 2023

1. **Revenue**

   a. **Total Revenue $234,432.00 (Budgeted $228,026.00)**

      i. **License Applications - 3597 - $231,432.00**

         1. **Renewal Applications – 2,938 - $176,280.00**
         2. **New Applications – 498 - $44,168.00**
         3. **Late / Reinstatement Applications – 104 - $8,845.00**
         4. **Temporary Applications - 57 - $2,109.00**
         5. **Name Changes - 3 - $30.00**

      ii. **Consent Agreements - 12 - $3000.00**

   b. **Monthly Revenue – $234,432.00 (Budgeted $228,026.00)**

      i. **July 2022 $18,542.00**
      ii. **August 2022 $23,971.00**
      iii. **September 2022 $20,684.00**
      iv. **October 2022 $28,986.00**
      v. **November 2022 $23,599.00**
      vi. **December 2022 $20,134.00**
      vii. **January 2023 $16,213.00**
      viii. **February 2023 $9,489.00**
      ix. **March 2023 $14,426.00**
      x. **April 2023 $12,006.00**
      xi. **May 2023 $24,970.00**
      xii. **June 2023 $21,412.00**

   c. **Quarterly Revenue – $234,432.00 (Budgeted $228,026.00)**

      i. **1st Quarter FY 2023 – 27% $63,197 ($58,026)**
      ii. **2nd Quarter FY 2023 – 31% $72,719 ($80,000)**
      iii. **3rd Quarter FY 2023 – 17% $40,128 ($45,000)**
      iv. **4th Quarter FY 2023 – 25% $58,388 ($45,000)**

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2. Expenditures

a. Total Expenses $269,738.22 (Budgeted $300,000)

i.	Payroll - 45%	$121,707.37 ($137,050.00)
ii.	Benefits - 9%	$23,556.17 (29,726.00)
iii.	Expenditures - 46%	$124,474.68 ($133,224.00)

b. Monthly Expenditures $269,738.22

i.	July 2022	$21,810.63
ii.	August 2022	$15,369.73
iii.	September 2022	$69,631.98
iv.	October 2022	$17,050.44
v.	November 2022	$20,338.42
vi.	December 2022	$22,747.99
vii.	January 2023	$17,362.06
viii.	February 2023	$14,345.85
ix.	March 2023	$14,068.66
x.	April 2023	$19,454.15
xi.	May 2023	$15,823.88
xii.	June 2023	$21,734.43

c. Quarterly Expenditures $269,738.22

i.	1st Quarter FY 2023 – 40%	$106,812.34 ($75,000)
ii.	2nd Quarter FY 2023 – 22%	$60,136.85 ($75,000)
iii.	3rd Quarter FY 2023 – 17%	$45,776.57 ($75,000)
iv.	4th Quarter FY 2023 – 21%	$57,012.46 ($75,000)

3. FY Ending Balances

a. FY-2023 – $465,410.64
b. FY-2022 – $500,394.43
c. FY-2021 – $464,013.19
d. FY-2020 – $408,539.15
e. FY-2019 – $365,867.01

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4. Disciplinary Actions

a. **01-FY-2023 – Worked on a lapsed license, signed Consent Agreement**
b. **02-FY-2023 – Worked on a lapsed license, signed Consent Agreement**
c. **03-FY-2023 – Worked on a lapsed license, signed Consent Agreement**
d. **04-FY-2023 – Worked on a lapsed license, signed Consent Agreement**
e. **05-FY-2023 – ARRT Summary Suspension, No current license, Dismissed**
f. **06-FY-2023 – Worked on a lapsed license, signed Consent Agreement**
g. **07-FY-2023 – Worked on a lapsed license, signed Consent Agreement**
h. **08-FY-2023 – Worked on a lapsed license, signed Consent Agreement**
i. **09-FY-2023 – Worked on a lapsed license, signed Consent Agreement**
j. **10-FY-2023 – Worked Impaired, hearing held, license suspended**
k. **11-FY-2023 – Worked on a lapsed license, signed Consent Agreement**

5. Duties

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

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6. Calendar of Events

a. July 20-23, 2022 – FARB Conference
b. August 18, 2022 – Committee Meetings
c. August 18, 2022 – Board Meeting
d. August 23-25, 2022 – Purchasing Conference
e. September 14-17, 2022 – CLEAR Conference
f. September 29 – October 1 – FARB Conference
g. October 17, 2022 – Committee Meetings
h. October 17, 2022 – Board Meeting
i. November 1, 2022 – Licensing Board Seminar
j. November 3-7, 2022 – WVSRT Conference
k. November 17, 2022 – Committee Meetings
l. November 17, 2022 – Board Meeting
m. January 10-12, 2023 – CLEAR Winter Symposium
n. January 19, 2023 – Committee Meetings
o. January 19, 2023 – Board Meeting
p. February 16, 2023 – Committee Meetings
q. February 16, 2023 – Board Meeting
r. March 16, 2023 – Committee Meetings
s. March 16, 2023 – Board Meeting
t. April 20, 2023 - Committee Meetings
u. April 20, 2023 – Board Meeting
v. May 18, 2023 - Committee Meetings
w. May 18, 2023 – Board Meeting
x. June 15, 2023 - Committee Meetings
y. June 15, 2023 – 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