

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

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April 11,2012  
BOARD MEETING

**Member Present**

Alice Belmont, Chairperson  
Eva Hallis  
Tuanya Layton  
Nancy Oughton  
Grace Peters  
Fred Gabriele, MD

**Members Excused**

Jean Morris

**Office Staff**

Grady Bowyer  
Nancy Godby  
Randy Fink

Ms. Belmont, Chairperson, called the meeting to order at 5:30 PM. Ms. Belmont established that a quorum was present.

Mr. Bowyer addressed the Board regarding House Bill 4012 that was passed by the Legislature and signed by the Governor. This bill reduces the number of Board members from eleven (11) to nine (9) members. The Bill eliminated one lay member and the Radiological Health Specialist position and was effective on the date of passage, 3/9/2012. Mr. Bowyer stated that Ms. Morris had asked to be the Lay Member that is removed.

**MINUTES**

A motion was made by Ms. Layton to accept the minutes from the March 22, 2012 meeting. Ms. Oughton seconded the motion and the motion carried.

**FINANCIAL REPORT**

The financial report, including the credit card expenditures, was presented by Mr. Fink. Dr. Gabriele made a motion to accept the financial report as presented. Ms. Peters seconded the motion and the motion carried.

**COMPLAINTS**

**A. WORKING ON LAPSED LICENSE - 01-FY2012, 02-FY2012 & 03-FY2012 - FYI**

Mr. Bowyer informed the Board that complaint numbers 02-FY2012 and 03-FY2012 had signed their consent agreement and paid the fines and administrative costs. Mr. Bowyer stated that 01-FY2012 had signed and returned his consent agreement but did not select a payment option. Complainant 01-FY2012 was informed that the total due was to be paid within 30 days.

## OLD BUSINESS

### A. CLOSURE DEVICES / PULLING LINES

Ms. Godby presented the Board a revised position statement regarding Closure Devices and Pulling Lines. During discussion, it was determined by the Board that, with agreement from ASRT, the Board is willing to consider allowing an RT(R), with documented training, competencies, and a Board approved written facility policy to pull sheaths and apply pressure. The Board will consider allowing an RT(R) to pull sheaths while holding pressure for vascular procedures performed in Cardiology and/or Interventional Radiology with the following in place:

1. Submission of the facility Training Protocol;
2. Skills Checklists and Competency Checklists;
3. Written Policy and Procedure to allow the Technologist to perform these duties at their current facility;
4. Submit documentation before beginning independent practice and current competencies annually thereafter with license renewal.

Ms. Layton made a motion to revise the originally submitted position statement to include these changes and submit them to the Board members via email for final approval. Dr. Gabriele seconded the motion and the motion carried.

### B. TEMPORARY EMPLOYMENT

Ms. Belmont informed the Board that an offer of Temporary Employment effective, May 1, 2012, had been extended to Mr. Bowyer pursuant to the terms discussed and approved by the Board during the last Board Meeting. The offer was modified and approved by the Board's legal counsel, Ms. Campbell. The terms of the offer stated that Mr. Bowyer would work on an as needed basis. The pay would be \$50.00 per hour with a one hour minimum and travel expenses to be reimbursed as approved by the Board. As a temporary employee, Mr. Bowyer can only work a maximum of 720 hours per year. Ms. Belmont stated that Mr. Bowyer had accepted the offer. Dr. Gabriele made a motion to approve the hiring of Mr. Bowyer. Ms. Oughton seconded the motion and the motion carried.

### C. MOUNTAIN STATE CT / MRI PROGRAMS

Mr. Bowyer addressed the Board regarding progress on Mountain State's CT and MRI programs. Mr. Bowyer stated that he had contacted Mr. Wilcox last year requesting a progress report regarding these programs. Mr. Wilcox responded that no action had been taken on starting the programs. Ms. Oughton stated that the results of the required needs assessment study that was completed over two years ago had probably changed. After discussion, Dr. Gabriele made a motion that a letter be sent to Mountain State requesting an update on the program's progress be submitted to the Board within 30 days. Also, that the establishment of the programs must be completed by January 1, 2013 or a new needs assessment will be required to be submitted for approval by the Board. Ms. Oughton seconded the motion and the motion carried.

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**D. STATE VEHICLE / MEETING WITH FLEET MANAGEMENT**

Mr. Bowyer informed the members that the Board's State car had been turned over to Ms. Godby. Mr. Bowyer stated that Fleet Management had informed them at their meeting that the purchase of the new vehicle had been approved.

**E. DIVISION OF PERSONNEL BILLING - FYI**

Mr. Bowyer informed the Board that he had challenged the Division of Personnel on the quarterly billing of charges assessed for use of the Department of Personnel. The current rate is \$90.00 per quarter and was for the utilization of the services of the Personnel Division. Mr. Bowyer met with the Administration Secretary Ferguson, Division of Personnel Director Walker and Finance Director Taylor to explain the reasoning as to why the Board should be exempt from paying these quarterly fees. A letter from Dave Mullins, Acting Director with the Department of Administration's Finance Division was received by the Board stating that Boards and Commissions who do not have classified employees or utilize the services of the Division of Personnel would no longer be billed.

**NEW BUSINESS**

**A. LEGISLATIVE RULE-MAKING REVIEW COMMITTEE, AGENCY APPROVED  
LEGISLATIVE RULES (SUBMISSION DEADLINE: FRIDAY, AUGUST 31,2012)**

Ms. Godby informed the Board that the deadline for submitting any changes to our Legislative Rules is August 31, 2012. Ms. Godby stated that any changes that are to be made would have to be completed prior to the Board's June meeting so that the changes can be discussed and approved. Mr. Bowyer discussed a number of items regarding potential changes. No action was taken.

**B. Ms. GODBY'S PARTICIPATION IN OUTSIDE ORGANIZATIONS**

Ms. Belmont addressed the Board regarding Ms. Godby's participation in outside organizations. Ms. Godby requested that the Board consider whether it was acceptable for her to continue in a number of community and medical organizations. The Board discussed each organization and the time required for meetings, and it was agreed that none of the activities would conflict with Ms. Godby's job performance and there would be no conflict of interest involved.

**NEXT MEETING DATE AND LOCATION**

The next meeting will be held at the Country Inns and Suites at Elkview, WV on June 7, 2012 at 5:00 pm. Dr. Gabriele made a motion to adjourn the meeting. Ms. Hallis seconded the motion and the motion carried. The meeting adjourned at 6:45 PM.

Minutes submitted by Randy Fink, Administrative Secretary.