





Minutes

Board Meeting - In Person

 Thu August 18th, 2022

 4:00pm - 7:00pm EDT

 Albert T Summers Center, 1124 Smith Street, Suite B-300, Charleston WV 25311

In Attendance

1. **Meeting to Order**

The board meeting was called to order at 4:00 PM on Thursday, August 18, 2022 by the Chairman of the Board, Tyson Judy.

2. **Guests**

Chairman Judy welcomed previous board members Rosemary Trupo and Kimberly Hoffman.

3. **Attendance**

Board members in attendance were Chairman Tyson Judy, Secretary Victoria Novick, Dee Workman, Roxanne Clay, Kristi Barnett, Brian Martin, and Peter Chirico, MD. Executive Director, Jamie Browning and Assistant Attorney General, Adriana Marshall were also in attendance. Board member Todd Resley MD, was excused.

4. **Agenda**

Ms. Clay made a motion to accept the agenda as presented. Ms. Hoffman seconded the motion and the Board concurred.

5. **Board Meeting Minutes**

A motion was made by Ms Workman to approve the June 16, 2022 board meeting minutes Ms. Clay seconded the motion and the Board concurred.

The June 16, 2022 board meeting minutes were posted to the Board's website.

6. Old Business

a. **CLEAR - 2022 Annual Educational Conference**

Chairman Judy reminded the board members and staff that funds have been approved to attend the 2022 CLEAR Annual Educational Conference in Louisville KY on September 14-17, 2022.

b. **FARB - 2022 Regulatory Law Seminar**

Chairman Judy reminded the board members and staff that funds have been approved to attend the 2022 FARB Regulatory Law Seminar in Reston VA on September 29 - October 1, 2022.

c. **Building #86 Security Guard**

Director Browning updated the board with building 86's new plan to keep the main entrance doors locked at all times with a key card swiper for employees to enter. The larger agencies in the building will staff the desk adjacent to the front doors and all visitors will be asked to call the office they will be visiting for an escort.

7. Professional Development

a. **WV Security and Privacy Training**

Chairman Judy reported that Lori Elliot completed Privacy Training on June 19, 2022 and Director Browning completed Privacy Training on June 23, 2022

b. **CLEAR Introduction to Regulatory Governance Webinar Series - Assessing Competence**

Chairman Judy reported that Director Browning completed the CLEAR Introduction to Regulatory Governance Webinar Series on Assessing Competence on June 23, 2022. The training slides were presented for review and discussion.

c. **FARB - 2022 Innovation in Regulation Conference**

Director Browning and AG Marshall attended the 2022 FARB Innovation in Regulation Conference on in Washington DC on July 20-23, 2022.

8. Ethics

The Ethics Committee, consisting of Chairman Judy, Secretary Novick, Director Browning and AG Marshall had an informal conference regarding Ethics Case 13-FY-2022 and 14, FY-2022 via teleconferencing on August 18, 2022.

A motion was made by Dr. Chirico to enter into executive session at 4:25 PM to discuss Ethics cases 13-FY-2022 and 14-FY-2022. The motion was seconded by Ms. Barnett and approved by the Board.

A motion was made by Dr. Chirico to exit the executive session at 4:36 PM. The motion was seconded by Secretary Novick and approved by the Board.

a. **04-FY-2022**

Chairman Judy presented the board with the WVPRN Discipline Program quarterly update for review and discussion.

b. **12-FY-2022**

Dr. Chirico made a motion to close ethics case 12-FY-2022. After review of all available information, Ms. Workman seconded the motion and the Board concurred.

c. **13-FY-2022**

A motion was made by Dr. Chirico to offer a consent agreement with written reprimand and reimbursement of all administrative fees. The motion was seconded by Ms. Workman and approved by the Board.

d. **14-FY-2022**

A motion was made by Dr. Chirico to offer a consent agreement with written reprimand and reimbursement of all administrative fees. The motion was seconded by Ms. Workman and approved by the Board.

e. **15-FY-2022**

Dr. Chirico made a motion to dismiss ethics case 15-FY-2022. After review of all available information, Ms. Workman seconded the motion and the Board concurred.

9. **Financial Monthly Reports**

The Finance Committee, consisting of Chairman Judy, Secretary Novick, Director Browning and AG Marshall met on August 18, 2022 to review the June 2022 and July 2022 financial reports.

a. **June 2022 Financial Report**

Secretary Novick made a motion to approve the June 2022 financial report showing a balance of \$500,394.43. After review of all available information, Dr. Chirico seconded the motion and the Board concurred.

b. **July 2022 Financial Report**

Secretary Novick made a motion to approve the July 2022 financial report showing a balance of \$497,125.80. After review of all available information, Dr. Chirico seconded the motion and the Board concurred.

10. **FY-2022 Annual Financial Reports**

The Finance Committee, consisting of Chairman Judy, Secretary Novick, Director Browning and AG Marshall met on August 18, 2022 to review the FY-2022 financial reports.

Roxanne Clay made a motion to approve the FY-2022 financial report showing a balance of \$500,394.43. After review of all available information, Secretary Novick seconded the motion and the Board concurred.

11. **Purchasing Card Monthly Report**

The Finance Committee, consisting of Chairman Judy, Secretary Novick, Director Browning and AG Marshall met on August 18, 2022 to review the June 2022 and July 2022 purchasing card reports..

a. **June 2022 Purchasing Card Report**

Dr. Chirico made a motion to approve the June 2022 Purchasing Card Report showing a balance of \$2,595.75. After review of all available information, Ms. Workan seconded the motion and the Board concurred.

b. **July 2022 Purchasing Card Report**

Dr. Chirico made a motion to approve the July 2022 Purchasing Card Report showing a balance of \$200.00. After review of all available information, Ms. Workan seconded the motion and the Board concurred.

12. **Director's Reports**

a. **June 2022 Director's Report**

Ms. Barnett made a motion to approve the June 2022 Director's Report as presented. After review of all available information, Secretary Novick seconded the motion and the Board concurred.

b. **July 2022 Director's Report**

Secretary Workman made a motion to approve the July 2022 Director's Report as presented. After review of all available information, Mr. Martin seconded the motion and the Board concurred.

13. **Medical Imaging Schools Update**

Dr. Chirico made a motion to approve the Schools Report as presented. Ms. Workman seconded the motion and the Board concurred.

14. **Board Member Appointments**

Chairman Judy welcomed new board members Mr. Brian Martin and Ms. Kristi Barnett.

15. **Website Review for New Board Members**

16. **.Gov URL Request**

Chairman Judy reported that a .Gov URL has been requested as suggested in the Chapter 30 Website Functionality Audit Report.

17. **State of WV Office Lease RTB-004-624**

Chairman Judy reported that the office rent will increase \$256 in FY 2022 and an additional \$105.60 in FY 2023. totalling \$1,161.60 per month. The board is currently paying \$800 per month rent.

18. **WV Legislative Auditor's Office Request**

Chairman Judy reported that the Board currently licenses approximately 3,400 with 1.5 employees.

19. **WV Board of Medicine Request**

Dr. Chirico made a motion that the Radiologist Assistant Rule is needed and does need modernized. After review of all available information, Ms. Barnett seconded the motion and the Board concurred.

20. **New Legislation Notice**

AG Marshall reported the new requirements for agencies that post legal notices in newspapers, awards grants of State funds, or awards economic development subsidies to third parties.

21. **Chapter 30 Licensing Board Seminar**

Secretary Novick made a motion to fund participation in the Chapter 30 Licensing Board Seminar at the Charleston Holiday Inn on November 1, 2022. Ms. Worman seconded the motion and the Board concurred.

22. **WVSRT 2022 Annual Conference**

Secretary Novick made a motion to fund participation in the WVSRT 2022 Annual Conference at the Canaan Valley Resort on November 3-5, 2022. Ms. Worman seconded the motion and the Board concurred.

23. **FARB Forum on Professional Regulation**

Secretary Novick made a motion to fund participation in the FARB Forum on Professional Regulation in Nashville, TN on January 26-28, 2023. Ms. Worman seconded the motion and the Board concurred.

24. **Facebook Post**

Director Browning showed a traveling x-ray group facebook post that praised the board's speed in processing new license applications.

25. **Upcoming Meetings**

a. **September 15, 2022 - Canceled**

Dr. Chirico made a motion to have the next Board meeting on October 10, 2022. Mr. Martin seconded the motion and the Board concurred.

b. **October 20, 2022**

Dr. Chirico made a motion to have the next Board meeting on October 10, 2022. Mr. Martin seconded the motion and the Board concurred.

26. **Adjournment**

Dr. Chirico made a motion to adjourn at 5:36 PM. Ms. Workman seconded the motion and the Board concurred.