





Minutes

Virtual Board Meeting

 Thu October 20th, 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 virtual board meeting was called to order at 4:03 PM on Thursday, October 20, 2022 by the Chairman of the Board, Tyson Judy.

2. **Guests**

Chairman Judy welcomed Workforce Development Director Katheryn Pirie.

3. **Attendance**

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

4. **Agenda**

Ms. Workman made a motion to accept the agenda as presented. Ms. Barnett seconded the motion and the Board concurred.

5. **Board Meeting Minutes**

A motion was made by Ms Barnett to approve the August 18, 2022 board meeting minutes Dr. Resley seconded the motion and the Board concurred.

The August 18, 2022 board meeting minutes were posted to the Board's website.

6. Old Business

a. **WV Board of Medicine Request**

Chairman Judy presented the letter of response to the WV Board of Medicine regarding their Radiology Assistant rules.

b. **.Gov URL Request**

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

c. **Chapter 30 Licensing Board Seminar**

Chairman Judy reminded the board members and staff that funds have been approved to attend the 2022 Chapter 30 Licensing Board Seminar in Charleston WV on November 1, 2022.

d. **WVSRT 2022 Annual Conference**

Chairman Judy reminded the board members and staff that funds have been approved to attend the 2022 WVSRT Conference at Canaan Valley Resort on November 3-5, 2022.

e. **FARB Forum on Professional Regulation**

Chairman Judy reminded the board members and staff that funds have been approved to attend the 2022 FARB Forum on Professional Regulation in Nashville TN on January 26-28 2022.

7. Professional Development

a. **WV Purchasing Division 2022 Purchasing Conference**

Chairman Judy reported that Director Browning completed the WV Purchasing Division 2022 Purchasing Conference on August 23-26, 2022 at the Glade Springs Resort. The training slides were presented for review and discussion.

b. **CLEAR 2022 Annual Educational Conference**

Chairman Judy reported that Director Browning completed the CLEAR 2022 Annual Educational Conference on September 14-17, 2022 in Louisville KY. The training slides were presented for review and discussion.

c. **FARB 2022 Regulatory Law Seminar**

Chairman Judy reported that Director Browning completed the FARB 2022 Regulatory Law Seminar on September 29 - October 1, 2022 in Reston VA.. The training slides were presented for review and discussion.

d. **WV Purchasing Division Training - Preparing and Evaluation Requests for Proposals**

Chairman Judy reported that Director Browning completed the WV Purchasing Division Remote Training - Preparing and Evaluation Requests for Proposals on October 12, 2022. The training slides were presented for review and discussion.

8. **Ethics**

The Ethics Committee, consisting of Chairman Judy, Director Browning and AG Marshall had an informal conference with Ethics Cases 01-FY-2023, 02-FY-2023, 03-FY2023 and 04-FY2023 via teleconferencing on October 20, 2022.

A motion was made by Ms. Clay to enter into executive session at 4:38 PM to discuss Ethics cases 13-FY-2022, 14-FY-2022, 01-FY-2023, 02-FY-2023, 03-FY2023 04-FY2023 and 05-FY-2023. The motion was seconded by Ms. Workman and approved by the Board.

A motion was made by Dr. Resley to exit the executive session at 5:00 PM. The motion was seconded by Mr. Martin 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. **13-FY-2022**

Dr. Resley made a motion to close ethics case 13-FY-2022. After review of all available information, Ms. Workman seconded the motion and the Board concurred.

c. **14-FY-2022**

Dr. Resley made a motion to close ethics case 14-FY-2022. After review of all available information, Ms. Workman seconded the motion and the Board concurred.

d. **01-FY-2023**

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

e. **02-FY-2023**

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

f. **03-FY-2023**

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

g. **04-FY-2023**

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

h. **05-FY-2023**

A motion was made by Ms. Barnett to offer subpoena the ARRT for more information. The motion was seconded by Ms. Clay and approved by the Board.

9. **Financial Monthly Reports**

The Finance Committee, consisting of Chairman Judy, Director Browning and AG Marshall met on October 20, 2022 to review the August 2022 and September 2022 financial reports.

a. **August 2022 Financial Report**

Ms. Clay made a motion to approve the August 2022 financial report showing a balance of \$505,727.07. After review of all available information, Ms. Workman seconded the motion and the Board concurred.

b. **September 2022 Financial Report**

Ms. Clay made a motion to approve the September 2022 financial report showing a balance of \$456,779.09. After review of all available information, Ms. Workman seconded the motion and the Board concurred.

10. **Purchasing Card Monthly Reports**

The Finance Committee, consisting of Chairman Judy and Director Browning met on October 20, 2022 to review the August 2022 and September 2022 purchasing card reports..

a. **August 2022 Purchasing Card Report**

Dr. Resley made a motion to approve the August 2022 Purchasing Card Report showing a balance of \$1,679.22. After review of all available information, Ms. Workman seconded the motion and the Board concurred.

b. **September 2022 Purchasing Card Report**

Dr. Resley made a motion to approve the September 2022 Purchasing Card Report showing a balance of \$6,027.87. After review of all available information, Ms. Workman seconded the motion and the Board concurred.

11. **Budget Appropriation Request FY-2024**

Ms. Clay made a motion to approve the Budget Appropriation Request for FY-2024. After review of all available information, Ms. Barnett seconded the motion and the Board concurred.

12. **Director's Reports**

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

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

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

Ms. Workman made a motion to approve the September 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 Report**

Chairman Judy presented the Schools Report for review and discussion.

Ms. Barnett made a motion to approve the Schools Report as presented. Mr. Martin seconded the motion and the Board concurred.

14. **Workforce Development WV and WV Hospital Association**

Kathryn Pirie the Director of Workforce Development discussed possible strategies to increase Medical Imaging Professionals in West Virginia.

15. **CLEAR Winter Symposium**

Ms. Workman made a motion to fund participation in the CLEAR Winter Symposium in Savannah, GA on January 11, 2023. Ms. Clay seconded the motion and the Board concurred.

16. **ASRT @ RSNA Annual Conference**

Ms. Barnett made a motion to fund participation in the ASRT @ RSNA Annual Conference in Chicago, IL on November 27 - December 1 2022. Ms. Workman seconded the motion and the Board concurred.

17. **iPad Pro**

Mr, Martin made a motion to purchase two additional I-Pads. After review of all available information, Ms. Clay seconded the motion and the Board concurred.

18. **Annual Report FY-2022**

Ms. Workman made a motion to approve the FY-2022 Annual Report as presented. After review of all available information, Dr. Resley seconded the motion and the Board concurred.

19. **Financial Internal Controls Policy**

Ms. Clay made a motion to approve the Financial Internal Controls Policy as presented. After review of all available information, Ms. Workman seconded the motion and the Board concurred.

20. **Safety Policy**

Ms. Workman made a motion to approve the Safety Policy as presented. After review of all available information, Mr. Martin seconded the motion and the Board concurred.

21. **Retention Schedule Policy**

Ms. Workman made a motion to approve the Retention Schedule Policy as presented. After review of all available information, Ms. Clay seconded the motion and the Board concurred.

22. **Jason Carraway Email**

Chairman Judy presented an email praising the Board's new Licensing Management System and the speed of turnaround for processing license applications.

23. **Upcoming Meetings**

a. **November 17, 2022**

Ms. Clay made a motion to have the next Board meeting on November 17, 2022. Ms. Workman seconded the motion and the Board concurred.

24. **Adjournment**

Dr. Resley made a motion to adjourn at 5:40 PM., Ms. Workman seconded the motion and the Board concurred.