



WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS

Mailing Address: P.O. Box 638 – Cool Ridge, WV 25825-0638

Physical Address: 1715 Flat Top Road - Cool Ridge, WV 25825-0638

Telephone: (304) 787-4398 / TOLL FREE: (877) 609-9869 / Fax: (304) 787-3030

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

BOARD MEETING MINUTES

CAMC Cancer Center, 3415 MacCorkle Ave, SE, Charleston WV 25304

Thursday, August 31, 2017 at 5:00PM

1. Call Meeting to Order

- a. Meeting was called to order at 5:05PM by the Chairman of the Board, Tuanya Layton.

2. Recognize Guests

- a. Licensees Terence Farley and Paula Liman were recognized.

3. Establish Quorum

- a. Board Members in attendance were Chairman Layton, Secretary Rose Trupo, Kim Hoffman, Tonya Painter, Kristi Justice and Howard Lafferty, DO. Staff present were the Executive Director, Jamie Browning and the Executive Assistant, Sharon Bleau (telephonically). Excused were Sherri Snead, Paul D Ratcliff, Jr, DO and Howard Blom, MD.

4. Approve Board Meeting Agenda

- a. A motion was made by Ms. Hoffman to approve the meeting Agenda as presented. Secretary Trupo seconded, and the motion was approved by the Board.

5. Approve Board Meeting Minutes

a. May 18, 2017

- i. A motion was made by Dr. Lafferty to approve the May 18, 2017 Board Minutes. Ms. Justice seconded the motion, and the motion was approved by the Board.

6. Old Business

a. Ethics Committee Update

i. 03-FY-2017

1. Director Browning reported that Terrance Farley #8802 is complying with his random drug testing.

b. Enhance Application Process

- i. Director Browning reported that Chairman Layton, Director Browning and Secretary Trupo met on 11/16/2016 at CAMC Imaging Center to discuss the enhanced application process and that follow up meetings are needed.

c. Legislative Code and Rules

- i. Director Browning reminded the Board that they need to revise the Code and/or Rules regarding Radiation Therapy Requirements, Background Checks and Continuing Education Audits.

7. New Business

a. Ethics

- i. **Chairman Layton moved agenda items 7g and 7h up to accommodate our guests.**

ii. Executive Session

1. Secretary Trupo made a motion to enter executive session at 5:30PM to discuss ethical matters. Ms. Hoffman seconded the motion, and the motion was approved by the Board. While in Executive Session, the Board discussed the following cases, 11-FY-2017, 12-FY-2017, 14-FY-2017, Terence Farley's request and Paula Limanen's request.
2. Secretary Trupo made a motion to exit executive session at 5:54PM. Ms. Hoffman seconded the motion, and the motion was approved by the Board. After exiting Executive Session, the Board voted on following cases, 11-FY-2017, 12-FY-2017, 14-FY-2017 Terence Farley's request and Paula Limen's request.

iii. 11-FY-2017

1. After careful review and consideration of all available information, a motion was made by Secretary Trupo to reprimand the licensee and recoup administrative and legal costs. Ms. Painter seconded the motion, and the motion was approved by the Board.

iv. 12-FY-2017

1. After careful review and consideration of all available information, a motion was made by Secretary Trupo to reprimand the licensee and recoup administrative and legal costs. Ms. Painter seconded the motion, and the motion was approved by the Board.

v. 14-FY-2017

1. After careful review and consideration of all available information, a motion was made by Secretary Trupo to reprimand the licensee and recoup administrative and legal costs. Ms. Painter seconded the motion, and the motion was approved by the Board.

b. Finance

i. Finance Committee Meeting

1. Chairman Layton, Board Member Justice and Director Browning met on August 17, 2017 at the CAMC Cancer Center in Charleston, WV and reviewed all financial transactions of the Board for May 2017, June 2017 and the FY-2017 Annual Financial Report. Ms. Justice reported that the Finance Committee is still concerned about the current financial situation with the upcoming move ahead.

ii. May 2017

1. Ms. Justice reported that the Finance Committee reviewed all Financial Transactions for May 2017 and presented a summary. Ms. Justice recommended approving the May 2017 Financial Report. After careful review and discussion, a motion was made by Secretary Trupo to accept the May 2017 Finance Report. Ms. Hoffman seconded the motion, and the motion was approved by the Board.

iii. June 2017

1. Ms. Justice reported that the Finance Committee reviewed all Financial Transactions for June 2017 and presented a summary. Ms. Justice recommended approving the June 2017 Financial Report. After careful review and discussion, a motion was made by Secretary Trupo to accept the June 2017 Finance Report. Ms. Hoffman seconded the motion, and the motion was approved by the Board.

iv. FY- 2017 Annual Financial Report

1. Ms. Justice reported that the Finance Committee reviewed the Annual Financial Report for FY 2017 and presented a summary. Ms. Justice recommended approving the FY-2017 Financial Report. After careful review and discussion, a motion was made by Secretary Trupo to accept the FY-2017 Finance Report. Ms. Hoffman seconded the motion, and the motion was approved by the Board.

c. BRIMM Safety Requirements

i. Organizational Safety

1. Annual Assessment

- a. Director Browning, provided the annual assessment for review. Director Browning explained that the BRIM Loss Control Questionnaire was submitted prior to the August 1, 2017 deadline.

ii. Driver and Vehicle Safety

1. Safe Driving Tips

- a. Director Browning distributed and discussed the Fleet Management's Safe Driving Tips for June 2017, July 2017, August 2017 and September 2017.

2. Preventive Maintenance

- a. Director Browning reported that 2012 Jeep Patriot has received a safety recall notice for the Occupant Restraint Controller. Director Browning also reported that Jeep has not resolved a solution to the safety recall yet.

3. Driver's License Verification

- a. Director Browning reported that all driver's license has been verified and that the DMV Drivers Records checked.

4. Vehicle Safety

- a. Director Browning reported that all vehicles used for work related duties are properly insured, properly registered and have valid state inspection stickers.

5. Safe Driving Recognition

- a. Chairman Layton recognized all Board Members and Staff for their safe driving practices.

iii. Facility Safety

1. New Office

- a. Director Browning and Chairman Layton met with the Real Estate Division and reported the Board can start moving into the new office located at 1124 Smith Street in Charleston WV on January 1, 2017.
- b. Director Browning and Chairman Layton met with the Office of Technology and all internet and phone lines are ready for use.

2. Surplus Furniture

- a. The Surplus Office recommended that we dispose our old desks as waste. Director Browning asked the Board how they wanted to get these large desks to the dump. Secretary Trupo made a motion that the Board donate the furniture to a nonprofit organization and request that they pick the furniture up. After discussion and review of all available information, Dr. Lafferty seconded the motion and the Board agreed and passed the motion.

iv. Cyber Information Security and Privacy

1. Enhance Board Website

- a. Director Browning reported that the WV State Treasures Office is in process of enhancing website.
- b. Director Browning reported that all Sanctions from 2000 – 2008 have been added to the Board’s website.
- c. Director Browning reported that the Boards Website License Search now displays which License the medical imaging technologist is licensed in.

2. Secure File Storage

- a. Director Browning reported that a Safety Committee Meeting concerning secure file storage was held on 6/15/2017 at Cool Ridge. Attending the meeting were Chairman Layton, Director Browning and Executive Assistant Sharon Bleau.
- b. Director Browning reported that it is the goal of the office to be completely paperless prior to the Cool Ridge Office Closing on March 30, 2018.

v. Loss

1. Chairman Layton reported that there has been no loss of property or time. Chairman Layton recognizes all Board members and staff for their safe practices.

d. Director’s Report

i. May 2017

1. Director Browning presented the May 2017 Director’s report. After careful review and discussion, Secretary Trupo made a motion to accept the report as presented. Ms. Hoffman seconded the motion, and the Board approved the motion.

ii. June 2017

1. Director Browning presented the June 2017 Director’s report. After careful review and discussion, Secretary Trupo made a motion to accept the report as presented. Ms. Hoffman seconded the motion, and the Board approved the motion.

iii. July 2017

1. Director Browning presented the July 2017 Director's report. After careful review and discussion, Secretary Trupo made a motion to accept the report as presented. Ms. Hoffman seconded the motion, and the Board approved the motion.

iv. August 2017

1. Director Browning presented the July 2017 Director's report. After careful review and discussion, Secretary Trupo made a motion to accept the report as presented. Ms. Hoffman seconded the motion, and the Board approved the motion.

e. Schools Report

- i. Secretary Trupo presented communications received by The Joint Review Committee on Education in Radiologic Technology (JRCERT) and The Joint Review Committee on Educational Programs in Nuclear Medicine Technology (JRCNMT) to the Board. After careful review and discussion, Ms. Hoffman made a motion to accept the report as presented. Ms. Painter seconded the motion, and the Board approved the motion.
- ii. Director Browning also reported that the Board awarded WV Northern Community College with 8 years additional Accreditation in conjunction with their JRCERT Accreditation.

f. ARRT Sanction Report

- i. Director Browning presented the Board with the ARRT Sanctions. After careful review and discussion, Secretary Trupo made a motion to accept the report as presented. Ms. Hoffman seconded the motion, and the Board approved the motion.

g. 03-FY-2017 Consent Order Modification Request

- i. Chairman Layton moved this agenda item to the beginning of the meeting to accommodate Licensee, Terence Farley. Mr. Farley addressed the Board stating his situation, concerns and suggested several modifications to his current Consent Order for consideration. After careful review and discussion, Secretary Trupo made a motion to adhere to the current agreed upon Consent Order but to modify the frequency of the random drug tests. Ms. Hoffman seconded the motion, and the Board approved.

h. Therapy Technologists performing CT Simulation

- i. Chairman Layton moved this agenda item to the beginning of the meeting to accommodate Licensee, Paula Liman. Ms. Limanen addressed the Board asking permission to perform non-diagnostic CT Simulation scans as a Radiation Therapy Technologist. After careful review and discussion, Ms. Painter made a motion to allow Radiation Therapy technologists to perform non-diagnostic CT studies for simulation purpose. Ms. Hoffman seconded the motion, and the Board approved.

i. House Bill 2631

- i. Director Browning presented the Board with the new requirements of House Bill 2631. The general provisions are applicable to all state boards and went into effect July 8, 2017. These rules state that all Boards should conduct at least one (1) meeting a year; investigate and resolve all complaints; give six (6) month status reports; and have public access to all records of disposition.

j. Public Employment Retirement System (PERS) Change

- i. Director Browning stated that the Public Employment Retirement System's employer contribution changed from 12% to 11% on July 1, 2017.

k. State Agency Workers Compensation (SAWC) Change

- i. Director Browning stated that BrickStreet Mutual Insurance Company replaced Zurich Insurance Company on July 1, 2017 for all State Agency Workers Compensation.

l. ARRT Bone Density Exam Change

- i. Director Browning presented the Board with the ARRT Bone Density Exam change information for discussion and review.

m. Grandfather License Expiration Date

- i. Director Browning asked the Board for guidance to determine the actual expiration of a grandfathered license. After careful review and very lengthy discussion, Ms. Painter made a motion to allow the Director to determine expiration. Ms. Hoffman seconded the motion, and the Board approved.

n. Budget Appropriation Request

- i. Director Browning reported that the Appropriation Request for FY 2019 was submitted prior to the September 1, 2017 deadline. Director Browning stated that the Appropriation Request of \$229,230.00 was the same amount that has been requested for the last several years.

o. Furniture

- i. Director Browning presented the Board with prices from the preferred furniture vendor Correctional Industries for review. After careful review and discussion, Ms. Hoffman made a motion to allow Director Browning purchase furniture for the new office from Correctional Industries and not to exceed \$10,000. Dr. Lafferty seconded the motion, and the Board approved.

p. Printer

- i. Director Browning informed the Board that with Chairman Layton's permission she ordered Ms. Bleau a new printer. After careful review and discussion, Ms. Painter made a motion to approve the purchase. Ms. Hoffman seconded the motion, and the Board approved.

q. Scanner

- i. Director Browning informed the Board that with Chairman Layton's permission she ordered two (2) desktop scanners. After careful review and discussion, Dr. Lafferty made a motion to approve the purchase. Ms. Justice seconded the motion, and the Board approved.

r. New Position

i. Job Description

- 1. Director Browning presented the Board with several job descriptions. After careful review of several job descriptions, Secretary Trupo made a motion to use the Department of Personal's Administrative Services Assistant Three (3) job description. Dr. Lafferty seconded the motion, and the Board approved.

ii. Salary Range

- 1. Director Browning presented the Board with financial information for consideration. After careful review of all

available information, Secretary Trupo recommended a salary range of \$30,000 - \$40,000 based on experience. Ms. Hoffman seconded the motion, and the Board approved.

iii. Interview and Selection Committee

1. Director Browning suggested the Board form an interview and selection committee. After careful review and discussion, Secretary Trupo recommended the committee consist Chairman Layton, Ms. Hoffman and Ms. Justice. Ms. Painter seconded the motion, and the Board approved.

iv. Start Date

1. Director Browning recommended January 1, 2018 as a start date for the new employee. After careful review and discussion, Ms. Painter recommended the Board table this matter until a later date. Ms. Hoffman seconded the motion, and the Board approved.

8. Training

a. CLEAR Investigator Training – Part 2

- i. Director Browning attended and passed the CLEAR Investigator Training in Baltimore MD in July of 2017.

b. State Agency Worker’s Compensation (SAWC) Training

- i. Director Browning requested permission to attend the SAWC Conference in Charleston in September of 2017. After careful review and discussion, Ms. Hoffman made a motion to allow Director Browning to attend the Conference. Dr. Lafferty seconded the motion, and the Board approved.

c. WVSAO Annual P-Card Training

- i. Director Browning will be attending the P-Card Training in Flatwoods in October of 2017.

d. WVSRT Annual Conference

- i. Director Browning will be attending the WVSRT Conference in Canaan Valley October 26 – 29, 2017.

e. WVSAO Board Member Seminar

- i. Director Browning, Chairman Layton and Ms. Painter will be attending the WVSAO Board Member Seminar in Charleston WV on November 29, 2017.

9. Upcoming Meetings

- a. November 16, 2017 - Board Meeting
- b. March 22, 2018 - Board Meeting
- c. July 26, 2018 - Board Meeting
- d. November 15, 2018 - Board Meeting

10. Adjourn

- a. Ms. Hoffman made a motion to adjourn at 8:15PM.

11. Approval

- a. At the November 16, 2017 Board Meeting a motion was made by Ms. Snead to approve the August 31, 2017 Board Minutes. Secretary Trupo seconded the motion, and the motion was approved by the entire Board with no objections.



WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS

1715 FLAT TOP ROAD - P.O. BOX 638 - COOL RIDGE, WV 25825-0638
Telephone: (304) 787-4398 Toll Free: (877) 609-9869 Fax: (304) 787-3030
E-mail: rtboard@wv.gov Web Page: www.wvrtboard.org

**Executive Director Monthly Report
May 2017**

1. Site Inspections

- a. Investigation – John White, DPM, Teays Valley WV

2. Ethics Investigations and Follow-Up

- a. 03-FY-2017
- b. 06-FY-2017
- c. 07-FY-2017
- d. 08-FY-2017
- e. 09-FY-2017
- f. 10-FY-2017
- g. 11-FY-2017
- h. 12-FY-2017
- i. 13-FY-2017

3. Office

- a. Expiration Warning E-mails – 335
- b. Expired Post Cards & Investigation – 26
- c. Continuing Education Audit – 9

4. Meetings, Training and events

- a. May 8, 2017 – Lunch & Learn – St Albans WV
- b. May 9, 2017 – Schools Graduation List Requested
- c. May 9, 2017 – Committee Meetings, CE Process, Position Statements, and Job Descriptions, Charleston WV
- d. May 11, 2017 – Committee Meetings, Finance and Ethics, Charleston WV
- e. May 16, 2017 – Budget Expenditure Training, Charleston WV
- f. May 18, 2017 – Board Meeting, Charleston WV
- g. May 19, 2017 – Budget Revision, Charleston WV
- h. May 20, 2017 – Updates Website, Position Statements, CE Policies, Board Minutes, Discipline Actions, CT Fusion Permit

5. Upcoming Meeting and Events

- a. July 11-15, 2017 – CLEAR Investigator Training #2, Baltimore MD
- b. August 22-25, 2017 - Purchasing Conference, Canaan Valley WV
- c. August 24, 2017 - Board Meeting, Charleston, WV
- d. October 2017 – P Card Training, Flatwoods WV



WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS

1715 FLAT TOP ROAD - P.O. BOX 638 - COOL RIDGE, WV 25825-0638
Telephone: (304) 787-4398 Toll Free: (877) 609-9869 Fax: (304) 787-3030
E-mail: rtboard@wv.gov Web Page: www.wvrtboard.org

**Executive Director Monthly Report
June 2017**

1. Site Inspections

- a. Pendleton County – 1 Facility, 2 Licensees
- b. Pocahontas County – 3 Facilities, 11 Licensees
- c. Boone County – 3 Facilities, 14 Licensees
- d. Lincoln County – 2 Facilities, 2 Licensees
- e. Hampshire County – 2 Facilities, 11 Licensees
- f. Morgan County - 1 Facility, 11 Licensees
- g. Grant County - 2 Facilities, 16 Licensees
- h. Mineral County - 3 Facilities, 21 Licensees
- i. Hardy County - 3 Facilities, 6 Licensees

2. Ethics Investigations and Follow-Up

- a. 03-FY-2017
- b. 08-FY-2017
- c. 09-FY-2017
- d. 11-FY-2017
- e. 12-FY-2017
- f. 13-FY-2017
- g. 14-FY-2017

3. Office

- a. Expiration Warning E-mails – 578
- b. Expired Post Cards & Investigation – 26

4. Meetings, Training and events

- a. June 7, 2017 – Scanning, Precision Services, Cool Ridge WV
- b. June 8, 2017 – Office of Technology, Charleston WV
- c. June 15, 2017 – Safety Meeting, Cool Ridge WV
- d. June 17, 2017 – SWAM Annual Report
- e. June 17, 2017 – FY-2018 Budget Submitted
- f. June 26, 2017 – Scanning, Cool Ridge WV
- g. June 27, 2017 – 2000 through 2008 Sanctions added to Website
- h. June 27, 2017 – WV Phone Directory updated

5. Upcoming Meeting and Events

- a. July 11-15, 2017 – CLEAR Investigator Training #2, Baltimore MD



WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS

1715 FLAT TOP ROAD - P.O. BOX 638 - COOL RIDGE, WV 25825-0638
Telephone: (304) 787-4398 Toll Free: (877) 609-9869 Fax: (304) 787-3030
E-mail: rtboard@wv.gov Web Page: www.wvrtboard.org

**Executive Director Monthly Report
July 2017**

1. Site Inspections

- a. Berkeley County – 14 Facilities, 101 Licensees
- b. Jefferson County – 6 Facilities, 35 Licensees
- c. Logan County – 8 Facilities, 66 Licensees
- d. Mingo County – 1 Facility, 15 Licensees
- e. Wayne County – 1 Facility, 1 Licensee

2. Ethics Investigations and Follow-Up

- a. 03-FY-2017
- b. 11-FY-2017
- c. 12-FY-2017
- d. 13-FY-2017
- e. 14-FY-2017
- f. 01-FY-2018

3. Office

- a. Expiration Warning E-mails –
- b. Expired Post Cards & Investigation –
- c. Continuing Education Audit –

4. Meetings, Training and events

- a. July 2, 2017 – Asset Management Annual Certification Report
- b. July 2, 2017 – Debt Management Annual Report
- c. July 10, 2017 – Scanning, Cool Ridge WV
- d. July 11-15, 2017 – CLEAR Investigator Training #2, Baltimore MD
- e. July 24, 2017 – Driver's License verification & audit

5. Upcoming Meeting and Events

- a. August 22-25, 2017 - Purchasing Conference, Canaan Valley WV
- b. August 24, 2017 - Board Meeting, Charleston, WV
- c. September 20, 2017 – SAWC Training, Charleston WV
- d. October 2017 – P Card Training, Flatwoods WV
- e. October 26-28, 2017 – WVSRT Conference, Canaan Valley WV
- f. November 29, 2017 – Auditor's Seminar, Charleston WV
- g. November 2017 – Board Meeting, Charleston WV



WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS

1715 FLAT TOP ROAD - P.O. BOX 638 - COOL RIDGE, WV 25825-0638
Telephone: (304) 787-4398 Toll Free: (877) 609-9869 Fax: (304) 787-3030
E-mail: rtboard@wv.gov Web Page: www.wvrtboard.org

**Executive Director Monthly Report
August 2017**

1. Site Inspections

- a. Putnam County

2. Ethics Investigations and Follow-Up

- a. 03-FY-2017
- b. 11-FY-2017
- c. 12-FY-2017
- d. 13-FY-2017
- e. 14-FY-2017
- f. 01-FY-2018

3. Office

- a. Expiration Warning E-mails – 489
- b. Expired Post Cards & Investigation – 24

4. Meetings, Training and events

- a. August 8, 2017 – Fixed Asset Report
- b. August 17, 2017 – Ethics Meeting, Charleston WV
- c. August 17, 2017 – Finance Meeting, Charleston WV
- d. August 18, 2017 – Annual Leave
- e. August 21, 2017 – Annual Leave
- f. August 22-25, 2017 - Purchasing Conference, Canaan Valley WV
- g. August 31, 2017 - Board Meeting, Charleston, WV

5. Upcoming Meeting and Events

- a. September 20, 2017 – SAWC Training, Charleston WV
- b. October 2017 – P Card Training, Flatwoods WV
- c. October 26-28, 2017 – WVSRT Conference, Canaan Valley WV
- d. November 29, 2017 – Auditor's Seminar, Charleston WV
- e. November 2017 – Board Meeting, Charleston WV

**WEST VIRGINIA MEDICAL IMAGING & RADIATION
TECHNOLOGY BOARD OF EXAMINERS
1715 FLAT TOP ROAD PO BOX 638
COOL RIDGE, WV 25825-0638
TELEPHONE: 304-787-4398 TOLL FREE: 877-609-9869
EMAIL: rtboard@wv.gov FAX: 304-787-3030**

FINANCIAL STATEMENT

May 2017

Beginning Balance as of May 1, 2017:	\$285,325.35
Deposits for May:	15,350.00
Total Receipts:	<u>300,675.35</u>

Disbursements for May:

1200 Payroll	\$7,307.68
1201 Temporary Employees	\$1,200.00
2202 SS & Medicare	631.99
2203 P/E Insurance Agency	606.05
2207 P/E Retirement System	876.94
2208 PEIA	249.24
3202 Rent	400.00
3203 Utilities	39.65
3204 Telecommunications	239.48
3206 Contractual Services (Snow removal)	200.00
3207 Professional Services	446.50
3211 Travel Expenses	496.55
3213 Computer Services	313.52
3220 Food Products (water)	40.13
3235 Energy Expense Motor Vehicle	55.47
3238 Energy Expense Utilities	272.27
3241 Miscellaneous	18.88
3244 Postal Expenses	123.34
3263 Bank Costs	170.19
3272 PEIA Reserve Transfer	950.00
3324 State Treasurer's Office Fees	30.00

Total Disbursements: \$ 14,667.88

Balance as of May 31, 2017:	\$ 286,007.47
Balance as of May 31, 2016:	\$ 290,202.27
Year to Year Revenue Decrease:	\$ (4,194.80)

Reconciled with state reports and prepared by Sharon E. Bleau, Executive Assistant

**WEST VIRGINIA MEDICAL IMAGING & RADIATION
TECHNOLOGY BOARD OF EXAMINERS
1715 FLAT TOP ROAD PO BOX 638
COOL RIDGE, WV 25825-0638
TELEPHONE: 304-787-4398 TOLL FREE: 877-609-9869
EMAIL: rtboard@wv.gov FAX: 304-787-3030**

FINANCIAL STATEMENT

June 2017

Beginning Balance as of June 1, 2017:	\$286,007.47
Deposits for June:	21,355.00
Total Receipts:	\$307,362.47

Disbursements for June:

1200 Payroll	\$7,307.68
1201 Temporary Employees	\$900.00
2202 SS & Medicare	609.05
2203 P/E Insurance Agency	605.50
2207 P/E Retirement System	876.94
2208 PEIA	249.24
3200 Office Expenses	723.72
3202 Rent	400.00
3203 Utilities	39.73
3204 Telecommunications	134.95
3206 Contractual Services (scanning)	10,008.17
3207 Professional Services	47.50
3211 Travel Expenses	547.17
3213 Computer Services	99.60
3216 Vehicle Rental	12.00
3218 Assoc. Dues & Prof. Memberships	250.00
3225 Vehicle Operating Expense	44.09
3233 Hospitality	189.30
3235 Energy Expense Motor Vehicle	22.56
3238 Energy Expense Utilities	190.37
3241 Miscellaneous	(18.88)
3242 Training & Development-In State	175.00
3243 Training & Development-Out of State	435.00
3244 Postal Expenses	238.54
3246 Supplies-Computer	603.90
3263 Bank Costs	320.28
3324 State Treasurer's Office Fees	50.00

Total Disbursements: \$ 25,061.41

Balance as of June 30, 2017:	\$ 282,301.06
Balance as of June 30, 2016:	\$ 292,360.38
Year to Year Revenue Decrease:	\$ (10,059.32)

WEST VIRGINIA MEDICAL IMAGING & RADIATION
 TECHNOLOGY BOARD OF EXAMINERS
 1715 FLAT TOP ROAD PO BOX 638
 COOL RIDGE, WV 25825-0638
 TELEPHONE: 304-787-4398 TOLL FREE: 877-609-9869
 EMAIL: rtboard@wv.gov FAX: 304-787-3030

**ANNUAL FINANCIAL STATEMENT
 FISCAL YEAR 2017**

Beginning Balance as of July 1, 2016:	\$292,360.38
Deposits for FY 2017:	214,472.98
Total Receipts:	\$506,833.36

Disbursements for FY 2017:

1200 Payroll	\$94,759.47
1201 Per Diem	17,875.00
1206 Annual Increment	1,080.00
2200 PEIA Admin. Fee	209.76
2202 SS & Medicare	8,454.77
2203 P/E Insurance Agency	7,152.25
2205 Workers Compensation	300.00
2206 Unemployment Compensation	675.25
2207 P/E Retirement System	11,553.45
2208 OPEB Contribution	3,972.02
3200 Office Expenses	2,838.45
3201 Printing	1,075.85
3202 Rent	4,800.00
3203 Utilities	537.77
3204 Telecommunications	2,873.06
3206 Contractual Services	10,888.17
3207 Professional Services (Legal)	8,831.18
3211 Travel Expenses	16,671.38
3213 Computer Services	4,989.69
3216 Vehicle Rental	1,215.95
3218 Assoc. Dues & Prof. Memberships	710.00
3219 Liability Insurance	2,924.00
3220 Food Products	159.35
3222 Supplies-Household	11.72
3225 Vehicle Operating Expense	1,194.02
3229 Maintenance Contracts	640.00
3233 Hospitality	1,043.82
3235 Energy Expense Motor Vehicles	1,220.22
3238 Energy Expense Utilities	2,053.52
3242 Training and Development-In State	700.00
3243 Training and Development-Out of State	1,295.00
3244 Postal Expenses	3,265.91
3245 Freight	58.00
3246 Supplies-Computer	2,599.15
3252 Misc Equipment Purchase	61.37
3254 Payment of Taxes	19.53
3263 Bank Costs (Credit Cd Expenses)	4,463.22
3272 PEIA Reserve Transfer	950.00
3324 State Treasurer's Office Fees	410.00

Total Disbursements: \$ 224,532.30

Balance as of June 30, 2017:	\$282,301.06
Year to Year Revenue Decrease:	\$10,059.32



WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS

Mailing Address: P.O. Box 638 – Cool Ridge, WV 25825-0638

Physical Address: 1715 Flat Top Road - Cool Ridge, WV 25825-0638

Telephone: (304) 787-4398 / TOLL FREE: (877) 609-9869 / Fax: (304) 787-3030

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

FY 2017 ANNUAL REVENUE REPORT

(July 1, 2016- June 30, 2017)

License Renewals	2816	X	\$ 65.00	=	\$ 183,040.00
Original Licenses	240	X	\$100.00	=	\$ 24,000.00
Temporary Permits	54	X	\$ 40.00	=	\$ 2,160.00
Penalty Fees	100	X	\$ 25.00	=	\$ 2,500.00
Duplicate Licenses	38	X	\$ 15.00	=	\$ 570.00
Name Change	23	X	\$ 15.00	=	\$ <u>345.00</u>
			Total:		\$ 212,615.00

Consent Agreement Administration Fees

Roberts, N.	\$ 100.00
Rogozinski, K.	\$ 100.00
Straight, H.	\$ <u>100.00</u>
Total:	\$ 300.00

Miscellaneous

Exam fees	\$ 300.00
United Bank refund of credit	\$ 1,257.98
Total:	\$ 1,557.98

TOTAL: \$ 214,472.98



WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS

Mailing Address: P.O. Box 638 – Cool Ridge, WV 25825-0638

Physical Address: 1715 Flat Top Road - Cool Ridge, WV 25825-0638

Telephone: (304) 787-4398 / TOLL FREE: (877) 609-9869 / Fax: (304) 787-3030

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

FY - 2017 Renewal and Revenue Monthly Report

MONTH	Renewals	PERM	TEMP	Penalty	DUP	Name Change	Bad Check	Probation	State Test	Consent & Misc
July	277	11	2	7	5	2				
August	247	24	0	10	5	4				
September	279	17	0	7	4	2				\$400.00
October	355	39	0	4	1	4				
November	346	26	0	6	1	1				
December	350	15	0	8	6	0				\$500.00
January	165	19	0	11	2	1				\$200.00
February	135	16	0	11	4	3				\$1257.98
March	115	11	0	9	2	2				
April	104	10	2	4	3	0				\$100.00
May	168	23	43	14	3	1				
June	275	29	7	9	2	3				
Fines Transferred										-\$600.00
Totals	2816	240	54	100	38	23				\$1,857.98



WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS

Mailing Address: P.O. Box 638 – Cool Ridge, WV 25825-0638

Physical Address: 1715 Flat Top Road - Cool Ridge, WV 25825-0638

Telephone: (304) 787-4398 / TOLL FREE: (877) 609-9869 / Fax: (304) 787-3030

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

FY-2017 TEMPORARY PERMITS

(July 1, 2016-June 30, 2017)

<u>SCHOOL</u>	<u>TEMPORARY PERMITS ISSUED</u>
Bluefield State College	4
Bridge Valley Community & Technical College	2
Ohio Valley Medical Center	0
Out of State	6
Southern WV Community & Technical College	7
St. Mary's Hospital	1
United Hospital Center	11
University of Charleston	6
University of Charleston- Beckley	7
WV Northern Community & Technical College	6
WVU Hospital, Inc. Radiology	4
WVU Nuclear	0
TOTAL TEMPORARY PERMITS ISSUED	54