



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

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Executive Director Monthly Report September 2021

1. Revenue

a. Total Revenue \$

i. Renewal Applications –	\$65 x 321 = \$20,865
ii. New Applications –	\$100 x 24 = \$2,400
iii. Temporary Applications –	\$40 x 1 = \$40
iv. Late / Reinstatement Applications –	\$90 x 4 = \$360
v. Consent Agreements	\$250 x 0 = \$0
vi. Name Changes	\$15 x 3 = \$45

2. Expenditures

a. Total Expenses \$28,333.61

i. Payroll	\$7,441.54
ii. Benefits	\$1,634.56
iii. Expenditures	\$19,257.51

3. Balances

- a. September 2021 – \$467,009.61
- b. September 2020 – \$421,272.86
- c. September 2019 – \$385,068.42
- d. September 2018 – \$304,835.48
- e. September 2017 – \$291,726.38

4. Disciplinary Actions

- a. 01-FY-2022 – Preparing Consent Agreement
- b. 02-FY-2022 – Preparing Consent Agreement
- c. 03-FY-2022 – Preparing Consent Agreement



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5. Duties

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

6. Calendar of Events

- a. September 13-24, 2021 – CLEAR Conference
- b. September 16, 2021 – Ethics Committee Meeting
- c. September 16, 2021 – Finance Committee Meeting
- d. September 16, 2021 – Board Meeting
- e. September 19-21, 2021 – JRCERT Site Visit United Hospital Center

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