





## Minutes

### Virtual Board Meeting

 Thu June 16th, 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 4:01 PM on Thursday, June 16, 2022 by the Chairman of the Board, Rosemary Trupo.

#### 2. Guests

Chairman Trupo noted that there were no guests in attendance.

#### 3. Attendance

Board members in attendance via video conferencing were Chairman Rosemary Trupo, Secretary Kimberly Hoffman, Dee Workman, Todd Resley MD, Tyson Judy and Victoria Novick. Executive Director, Jamie Browning and Assistant Attorney General, Adriana Marshall were also in attendance. Board members Peter Chirico MD, and Roxanne Clay were excused.

#### 4. Agenda

Mr. Judy made a motion to accept the agenda as presented. Secretary Hoffman seconded the motion and the Board concurred.

#### 5. Board Meeting Minutes

A motion was made by Ms. Novick to approve the April 21, 2022 board meeting minutes. Secretary Hoffman seconded the motion and the Board concurred.

The April 21, 2022 board meeting minutes were posted to the Board's website.

## 6. Old Business

### a. **CLEAR - Introduction to Regulatory Governance Webinar Series**

Chairman Trupo reminded the board that all board members and staff are registered to participate in the CLEAR Introduction to Regulatory Governance Webinar - Accessing Competence on June 23, 2022.

### b. **FARB - 2022 Innovation in Regulation Conference**

Chairman Trupo reminded the board members and staff that funds have been approved to attend the 2022 FARB Innovation in Regulation Conference in Washington DC on July 21-22, 2022.

### c. **CLEAR - 2022 Annual Educational Conference**

Chairman Trupo 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.

### d. **FARB - 2022 Regulatory Law Seminar**

Chairman Trupo 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.

### e. **Administrative Assistant Pay Raise**

Chairman Trupo informed the Board that the administrative assistant pay raise went into affect on 4/29/2022.

### f. **Educator Board Member Job Posting**

Chairman Trupo informed the Board that the Educator Board Member position is still open for applications.

### g. **MRI Board Member Job Posting**

Chairman Trupo informed the Board that the MRI Board Member position is still open for applications.

## 7. Professional Development

### a. **WV State Treasury Cash Management Conference**

Director Browning attended the WV State Treasury Cash Management Conference at Stonewall Resort and provided the presentaion slideshows for review and discussion.

### b. **CLEAR Board Member Webinar - Professional Discipline**

Director Browning virtually attended the CLEAR Board Member Webinar - Professional Discipline and provided the presentaion slideshows for review and discussion.

c. **Purchasing for Boards and Commissions Webinar**

Director Browning virtually attended the Purchasing for Boards and Commissions Webinar and provided the presentation slideshows for review and discussion.

8. **Ethics**

The Ethics Committee, consisting of Chairman Trupo, Director Browning and AG Marshall had an informal conference regarding Ethics Case 12-FY-2022, via video conferencing on May 19, 2022.

A motion was made by Secretary Hoffman to enter into executive session at 4:07 PM to discuss Ethics cases 11-FY-2022 and 12-FY-2022. The motion was seconded by Ms. Novick and approved by the Board.

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

a. **04-FY-2022**

Chairman Trupo informed the board that 04-FY-2022 had entered into a Consent Agreement, reimbursed all legal fees and enrolled in the WVPRN Discipline Program.

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

b. **11-FY-2022**

Secretary Hoffman made a motion to close ethics case 11-FY-2022. After review of all available information, Mr. Judy seconded the motion and the Board concurred.

c. **12-FY-2022**

A motion was made by Secretary Hoffman to offer a consent agreement with written reprimand and the reimbursement of all administrative fees to ethics case 12-FY-2022. The motion was seconded by Mr. Judy and approved by the Board.

9. **Financial Monthly Reports**

The Finance Committee, consisting of Chairman Trupo and Director Browning, met via video conferencing on May 19, 2022 to review the April 2022 and May 2022 financial reports.

a. **April 2022 Financial Report**

Ms. Novick made a motion to approve the April 2022 financial report showing a balance of \$488,087.17. After review of all available information, Secretary Hoffman seconded the motion and the Board concurred.

b. **May 2022 Financial Report**

Ms. Novick made a motion to approve the May 2022 financial report showing a balance of \$497,996.88. After review of all available information, Secretary Hoffman seconded the motion and the Board concurred.

#### 10. **Purchasing Card Monthly Report**

The Finance Committee, consisting of Chairman Trupo and Director Browning, met via video conferencing on May 19, 2022 to review the April 2022 and May 2022 purchasing card transactions.

##### a. **April 2022 Purchasing Card Report**

Secretary Hoffman made a motion to approve the April 2022 Purchasing Card Report as presented reflecting \$6,059.70 in activity. After review of all available information, Mr. Judy seconded the motion and the Board concurred.

##### b. **May 2022 Purchasing Card Report**

Secretary Hoffman made a motion to approve the May 2022 Purchasing Card Report as presented reflecting \$4,300.75 in activity. After review of all available information, Mr. Judy seconded the motion and the Board concurred.

#### 11. **Director's Reports**

##### a. **April 2022 Director's Report**

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

##### b. **May 2022 Director's Report**

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

#### 12. **Medical Imaging Schools Report**

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

#### 13. **Radiologist Board Member Job Posting**

Chairman Trupo reported that Dr. Ramas declined reappointment to the Board.

Chairman Trupo presented the Radiologist Board Member Job Posting for review and discussion.

#### 14. **Building Security Guard**

Director Browning reported that the state agencies at the Albert T Summers building are proposing to pool together and pay the existing security guard's salary. The cost for the Medical Imaging Board is approximately \$700 annually.

Dr Resley made a motion to pay our portion of the security guard's salary. After review of all the available information, Secretary Hoffman seconded the motion and the Board concurred.

**15. BRIM Loss Control Questionnaire**

Director Browning presented the annual BRIM Loss Control questionnaire for review and discussion.

Secretary Hoffman made a motion that the effort required to provide suggestions via the BRIM Loss Report did not justify the minimal rate deduction, thus the Board suggested disregarded this report. After review of all available information, Ms. Workman seconded the motion and the Board concurred.

**16. Legislative Auditor IT Services - Additional Request**

Chairman Trupo presented the Legislative Auditor IT Additional Service Request for review and discussion.

**17. Post Audit Report Chapter 30 Boards' Website Functionality**

Chairman Trupo presented the Legislative Auditor IT Service Request findings for Chapter 30 Boards' Website Functionality for review and discussion.

Chairman Trupo noted that the report stated that the Board needs an online complaint form and a government URL.

**18. Election of Officers**

**a. Chairman of the Board**

Dr. Resley made a motion to elect Mr. Judy as the Chairman of the Board. Ms. Workman seconded the motion and the Board unanimously concurred.

**b. Secretary of the Board**

Dr. Resley made a motion to elect Ms. Novick as the Secretary of the Board. Ms. Workman seconded the motion and the Board unanimously concurred.

**19. Upcoming Meetings**

**a. August 18, 2022**

Secretary Hoffman made a motion to have the next Board meeting on August 18, 2022. Dr. Resley seconded the motion and the Board concurred.

**20. Adjournment**

Ms. Workman made a motion to adjourn at 4:55PM. Mr. Judy seconded the motion and the Board concurred.