

WV BOARD OF RESPIRATORY CARE

BOARD MEETING MINUTES

September 27, 2023; 11:00AM

Presiding: Tracy Matthews, President
Present: Rodney Vest, Dr. Rayan Ihle, Chris Henderson, Barbra Folden, Clinton Taylor
Teleconference Meeting. Video Conference failed.
Recording: Nancy Massey

Proposed Agenda

Rodney Vest motioned to approve the agenda. Barbara Folden seconded. Motion carried.

Board Minutes

Chris Henderson motioned to approve the minutes for June 27, 2023, meeting. Clinton Taylor seconded. Motioned carried.

EverCheck Presentation – Ashley Kittrell; Kelly Parker

Ms. Kittrell was given the option to proceed with the EverCheck presentation by teleconference or by video at the next regularly scheduled meeting since the Video conference failed for this meeting. Ms. Kittrell decided to proceed with teleconference. At her request, this was a revisit of her first presentation. Tracy Matthews asked questions several questions, such as; (1) why EverCheck was wanting a daily data file download of our Respiratory Therapists (2) will they be charging WV Healthcare Facilities to verify credentials of Respiratory Therapists when anyone, including, WV Healthcare Facilities can already do that at no charge on our website (3) is EverCheck the only verification company that performs this service or are their others that will want data downloads as well (4) if United Health Systems and Princeton Community Hospital are requesting this daily data file transfer from the board to EverCheck, can they provide a letter to the board. Ms. Kittrell will contact the facilities and provide the letters to the board. It is notable that our board does not have its own IT server and utilizes the state's server. This matter is tabled to allow more information to be secured from the facilities and will be addressed at the December meeting of the board.

Executive Session – Chris Henderson motioned to go to Executive session for discussion on staff vacancy and Discipline. Dr Ihle seconded. Motion carried.

Exit Executive session – Rodney Vest motioned to exit Executive Session. Chris Henderson seconded. Motion carried.

Discipline –

Sauls; 23-214; Update: Complaint is still pending with Attorney General Office

Dilorenzo; 23-214; Rodney Vest motioned to dismiss without prejudice under recommendation of Attorney General Office. Chris Henderson seconded. Motion carried.

Young 23-711; Investigation incomplete.

Sadr 23-721; Chris Henderson motioned for case to be sent to Attorney General Office for review and counsel. Barbara Folden seconded. Motion carried.

McKinley 23-310; Barbara Folden motioned to send a letter to Ms. McKinley stating her credentials have been corrected to certified respiratory therapist instead of registered respiratory therapist as she marked the wrong field on her application. Board staff failed to catch the error on hard copy documents. Ms. McKinley is advised to correctly answer questions when applying for licensure in the future. Rodney Vest seconded. Motion carried.

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Staff Vacancy: Rodney Vest motioned to validate and confirm the hiring of Amber Shawver as the new Executive Director for the board effective October 7, 2023, at the agreed upon salary of 50K. Dr. Ihle seconded. Motion carried.

Per Diem –

The 2023 Legislature passed a law to increase the per diem of legislators from 150.00 to 200.00 Per day. The board has and currently follows the per diem pay rule for legislators. Barbara Folden motioned to increase the board member per diem from \$150.00 to \$200.00 per day effective immediately. Rodney Vest seconded. Motion carried.

Greenbrier Medical Center Competency Check for Approval-

GVMC submitted two competency checks for the board to approve. Tracy Matthews requests the board to review and vote on this issue at the next meeting of December 12, 2023. Nancy will send the documents to each board member for review. Dr. Ihle does not object to Cardio testing.

Sara Klein Application –

Ms. Klein's application for licensure was received by the board with copies of CEU's up to date along with LIW documents. Rodney Vest motioned to approve CEU's and grant licensure to Ms. Klein. Chris Henderson seconded. Motioned carried.

Board Member Vacancies – No appointments received from the Governor.

Administrative Review –

Nancy Massey presented the following documents to the board for approval and/or review. P-Card Purchases; Chris Henderson motioned to approve, and Barbara Folden seconded. Motion carried.

Administrative Review -

FY2023 Budget / Revenue Report September 27, 2023

PCard Purchases – Barbara Folden motioned to approve the purchases to the PCard. Rodney Vest seconded. Motioned carried

Video Conferencing Equipment has been purchased and installed as approved in 3/14/23 minutes. Video conference was not completed so more training will be performed by OT on the Google Meet platform.

Funds Transfer – Treasurer Office noticed the board to make transfer of excess funds to the general fund. Nancy is working with John Silvia, Legislative Auditor on this issue as the board licensed 350 new licenses in FY23 due to Covid Travelers and Telehealth. Mr. Silvia is trying to find a solution to this situation for all concerned. His department will review fee schedule and make recommendations to Gov Org Committee as to a solution. The board is to hold off on Transfer until we hear from Mr. Silvia.

New Business – None

Adjourn –

Rodney Vest motioned to adjourn. Barbara Folden seconded. Motion Carried.

Recording -