

**WEST VIRGINIA ASSOCIATION OF LICENSING BOARDS**

101 Dee Drive, Suite 100  
Charleston, West Virginia 25311-1688  
Phone: (304) 558-3572

Minutes  
December 1, 2011

- (1) Call to Order    The meeting of the Association was called to order at 1:15 p.m. at The Charleston Marriott, Charleston, West Virginia, by Grady Bowyer, President.
- (2) Introduction of Members and Guests    Members and guests in attendance introduced themselves and identified the various boards they represented.
- (3) Approval of Minutes    A motion was made to approve as previously posted on the Association website the minutes of the February 11, 2011 meeting. The motion was seconded; motion carried.
- (4) Report of the Treasurer    A. Current Financial Status  
  
The Treasurer reported that as of November 28, 2011 the Association's account balance was \$6,649.81. The Association paid the registration fee for one individual from any Chapter 30 licensing board who requested it at the Auditor's Office Required Annual Training Seminar held on November 30 and December 1, 2011. A motion was made to accept the Treasurer's Report. The motion was seconded; motion carried.
- (5) Old Business    None.
- (6) New Business    (A) Global Science and Technology, Inc.  
  
Daniel Carter, Senior Systems Architect from Global Science and Technology addressed the group regarding Software for a digital imaging system for Boards to use when scanning documents for the Auditor's Office. Mr. Carter indicated that the company will install the software, instruct Board staff on its use, and provide continuing technical support at no charge.

- (B) Advisory Opinion re: Executive Director of a Board  
Serving as a Member of the Professional Organization

The Medical Imaging and Radiation Board has requested an opinion on this from the West Virginia Ethics Commission. The decision is pending at this time.

- (C) Payment of Department of Administration Personnel  
Fees by Boards

One Board has received verbal agreement from Sec. Ferguson's office to not pay these monthly fees, as the Board does not utilize the Department of Personnel for personnel services. No written advice has been issued at this time.

- (D) Potential Legislative Issues for 2012 Session

Members discussed a need for clarification in WV Code Chapter 30 regarding what Boards are exempt from in terms of fees to the Department of Administration, etc. Members also discussed proposed revisions to Chapter 30 Article 1 however it is unclear whether this legislation will be introduced during the next session. Suggested revisions did not pass during the 2011 legislative session.

- (7) Miscellaneous  
Member  
Concerns

Members discussed the fact that the Legislative Auditors have indicated that their sunset review of Boards will include an evaluation of the Boards' websites. It was discussed that revision of a website can be very expensive for Boards who have limited financial resources. Some members noted that the WV State Treasurer's Office will provide this service at no charge. Members also mentioned that they have experienced an increase in the fees paid by the Boards to the Office of Technology.

- (8) Future Meeting

The next meeting will be held during the 2012 Legislative Session. The specific date and agenda for this meeting will be circulated when available.

- (9) Adjournment

The meeting was adjourned at 2:12 p.m.

Prepared by:

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Lanette L. Anderson, Secretary

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Date

WV ASSOCIATION OF LICENSING BOARDS  
ATTENDANCE  
December 1, 2011

NAME	LICENSING BOARD
Lanette Anderson	LPN
Grady M. Bowyer	Medical Imaging and Radiation
Alice Belmont	Medical Imaging and Radiation
Nancy Godby	Medical Imaging and Radiation
Patricia Holstein	Physical Therapy
Sue Rubenstein	Engineers
David Thornton	Sanitarians
Linda Lyter	Massage Therapy and Acupuncture
Robert Knittle	Board of Medicine
Lexa Lewis	Architects
Roxanne Clay	Counseling
Diana Shepard	Osteopathy
Dennis Jarrell	Surveyors
Adam Higginbotham	Barbers and Cosmetologists
Richard Duff Smith	Dental
Marty Alston	RN
Tonya Hancock	RN
Cinda Francis	Foresters
Lesley Rosier-Tabor	Engineers
Amy Polen	Social Work
Kathy Lynch	Psychologists

Helen Lodge	Dieticians
Patty Nesbitt	Speech Pathology and Audiology
Vonda Malinkoff	Occupational Therapy
Regina Foster	Funeral Services
Darlene Ratliff-Thomas	Attorney General's Office/Dental
John Smolder	Department of Administration/Finance
Steve Thompson	WV House of Delegates
Brenda Thompson	WV House of Delegates