

WEST VIRGINIA ASSOCIATION OF LICENSING BOARDS

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

Minutes
February 10, 2006

- (1) Call to Order The meeting of the Association was called to order at 1:00 p.m. at 101 Dee Drive, 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 circulated the minutes of the September 8, 2005 meeting. The motion was seconded; motion carried.
- (4) Report of the Treasurer The Treasurer reported that as of January 31, 2006, the Association's account balance was \$1,222.42. Invoices can be obtained from the Treasurer. These voluntary dues are \$35.00 per board member per year. A motion was made to accept the Treasurer's Report. The motion was seconded; motion carried.
- (5) Old Business: Members discussed the issue of Board member appointments by the Governor. Some Boards have recently had appointments made to fill expired or vacant positions. Members who have not had action taken on this issue should contact Scott Cosco at the Office of the Governor at scosco@wvgov.org or at 558-2000.
- (6) New Business Government Relations - Chad Robinson, Government Relations consultant for the Association, addressed legislation which has been introduced to date in the Legislature. SB221, Creating an Office of Administrative Hearings, has not progressed in committee since its introduction on January 19, 2006, however Mr. Robinson will watch this bill. Members expressed concerns regarding how this bill would negatively affect disciplinary proceedings, specifically hearings, of the Boards. The only other new piece of legislation this year to date is SB 522, which would require licensees to notify Boards of any

malpractice suits filed against them. Other legislation pending which would affect Chapter 30 Boards would require Boards to have websites, and that annual reports from Boards be recorded on CD ROM for distribution. These bills have been introduced in prior years.

- (7) E-Government Paul Hill and Lella Miller from the WV State Treasurer's Office presented a video to members regarding the benefits to the Boards and to the State of using E-Government, such as for licensure renewal.
- (8) Application Information Study Ms. Terri Barrett, Assistant Chief Privacy Officer with the WV Health Care Authority, informed members of an upcoming survey which will be distributed to Boards. This survey will inquire as to what information Boards are collecting from licensees, such as social security numbers, dates of birth, etc., why this is being collected, and how it is used. Boards must include a privacy notification on applications to inform licensees why this is collected. This arises from an Executive Order of the Governor with its goal the protection of personal and confidential information.
- (9) Changes in Worker's Comp Becky Neal from Brickstreet Insurance provided information to members as to changes in the Worker's Comp system. State agencies are required to utilize Brickstreet for this purpose until 2012 unless a change in the law occurs in the interim. Agency premiums will be reevaluated at the end of this fiscal year. Premiums for some agencies increased under Brickstreet.
- (10) Inquiry to Boards from PERD Members were provided with a copy of a letter from PERD to Lanette L. Anderson, Secretary of the Association, received in November 2005. A copy of the response sent by Ms. Anderson and Grady Bowyer, President of the Association, was also provided to members for their information. No further inquiries regarding the nature of the Association,

headquarters location, funding, etc. have been received from PERD.

- (11) Archiving Records
Members discussed methods currently used by Boards to store records. Some use Archive Security for a nominal fee. Information was provided by Grady Bowyer from Digital Document Services regarding archiving records to CD ROM.
- (12) CLEAR Training Update
CLEAR Investigator Training
The Council on Licensure, Enforcement and Regulation (CLEAR) will hold its Investigator/Inspector Training in Charleston on May 16, 17, and 18th. The cost is \$350 per person. Registration is available now on CLEAR's website at www.clearhq.org.
- (13) Miscellaneous - Member Concerns
- (A) Board Member Appointments: Discussed Above
- (B) Boards Managing Payroll/Payouts:
Linda Lyter from the Department of Administration addressed questions and concerns of members. Ms. Lyter reminded members that travel forms submitted must list a specific purpose for the travel. She also stated that all state employees, as well as Board members, are encouraged to utilize direct deposit for payroll and per diem checks. A training session is planned by the Budget Office and Dept. of Administration to assist Boards in preparing their budgets/expenditure schedules. Details will be provided to Boards when they become available.
- (C) Inquiry to Boards Regarding Hearing Examiners, Costs, etc.:
Some Boards recently completed a survey which inquired as to the numbers of hearings held per year, costs involved, etc. No response following these surveys was received by the affected Boards.

(D) PERD'S Special Report on Chapter 30
Boards:

Members discussed a report completed in January 2006 by PERD which stated that Boards have accumulated funds in excess of what is needed to regulate their professions because the legislative intent to have excess funds transferred to the State's General Revenue Fund has not been accomplished. To date, no legislation has been introduced as a result of this report. Chad Robinson will monitor this situation on behalf of the Boards and notify the Association of any new information in this regard.

- (14) Election of Officers
President,
Pres.-Elect,
Sec./Treas. Grady Bowyer, President, and Lanette Anderson, Secretary/Treasurer, were re-elected by acclamation. No interest was expressed in the President-Elect position, therefore it remains vacant.
- (15) Election of Membership Committee No interest in this committee was expressed by members, therefore this committee is vacant at this time
- (16) Future Meeting Dates The Auditor's Office Required Annual Training Seminar is scheduled for September 27, 2006 at the Summit Center. As in the prior two (2) years, an Association Meeting will be scheduled for 3:00 p.m. on that date at the Summit Center.
- (17) Adjournment: The meeting was adjourned at 3:35 by President Grady Bowyer.

Prepared by:

Lanette L. Anderson, Secretary

February 13, 2006
Date

WV ASSOCIATION OF LICENSING BOARDS
ATTENDANCE
February 10, 2006

NAME	LICENSING BOARD
JoAnn Walker	Board of Accountancy
Susan Combs	Dental Board
Lesley Rosier-Tabor	Professional Engineers
Bob Knittle	Board of Medicine
Richard Strader	Real Estate Commission
Wanda Goodwin	Veterinary Medicine
David Thornton	Sanitarians
Grady M. Bowyer	Radiologic Technology
Pam Carper	Optometry
Kathy Lynch	Psychologists
Vicki Mathess	Speech & Audiology
Cyndy Hayes	Registered Nurses
Lanette Anderson	Licensed Practical Nurses
Michelle Winters	Licensed Practical Nurses
Roger Kennedy	Landscape Architects
Lexa Lewis	Architects
Marilee Bright	Professional Surveyors
Joan Wysong	Massage Therapy
Judy Williams	Social Work
Linda Lyter	State of WV Dept. of Administration
Janie Belcher	Payroll Division
Chuck Kinder	Auditor's Office