

WEST VIRGINIA ASSOCIATION OF LICENSING BOARDS

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

Minutes
September 8, 2004

- (1) Call to Order The meeting of the Association was called to order at 3:05 p.m. 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) Report from Dept. of Administration Lynda Lyter from the Dept. of Administration provided information to the membership regarding SB 700. This affects the manner in which telephone bills are paid. All phone bills will be processed through IS&C, and agencies are to pay IS&C with an IGT within thirty (30) days. Agencies are to send IS&C a telecommunications log along with the phone bill.
- (4) Inquiry Regarding Procedural Rules A representative from a licensing board inquired as to whether boards could be provided with model procedural rules drafted by the Office of the Attorney General with regards to holding open meetings. Representatives from the Attorney General's Office who were present indicated that this issue will be taken under consideration, and that any issue common to all boards can be brought to that office for discussion.
- (5) Approval of Minutes Minutes of the meeting held January 9, 2004 were approved as previously circulated.
- (6) Treasurer's Report The Treasurer's report indicated that as of July 31, 2004, the account balance was \$6,444.35. The statement for August 2004 which indicates interest received during that month had not yet been received. Treasurer's report was accepted by the membership. These voluntary dues are \$35.00 per board member per year. It is acceptable for boards to budget to remit these dues from board funds instead of individual members paying dues.

(7) Old Business: None

(8) New Business:

A. Revision of Association Bylaws

Members were provided with a draft copy of revisions to the Association's Bylaws. These were approved as presented.

B. Executive Order 20-03

The State Director of the West Virginia Small Business Development Office informed the group that this Executive Order does not apply to licensing boards. Boards should receive a letter to this effect from that office within the next few weeks.

C. Development of Web Site for West Virginia Association of Licensing Boards

Following a discussion and review of financial proposals, members approved the development of a web site for the association. The basic package from the list of proposals was selected, and Grady Bowyer will contact the vendor to begin this process.

D. Grace Period After License Expiration

At the request of a board representative, this matter was discussed. Two (2) of those boards present indicated that they provide licensees with a grace period, ranging from thirty (30) to sixty (60) days, during which they can continue to work following the expiration date of their license. The remainder of the boards present do not offer such a grace period.

(9) Miscellaneous - Member Concerns: None

(10) Future Meeting Date:

A date was not set for a future meeting, however a meeting will likely be held in March during the 2005 Legislative session.

(11) Adjournment:

The meeting was adjourned at 4:40 p.m.

Prepared by:

Lanette L. Anderson, Secretary

Date

WV ASSOCIATION OF LICENSING BOARDS
ATTENDANCE
September 8, 2004

NAME	EMAIL ADDRESS	LICENSING BOARD
Lesley Rosier	RosierL@wvnet.edu	Professional Engineers
Grady M. Bowyer	gradybowyer@charter.net	Radiologic Technology
Chuck Kinder	ckinder@wvauditor.com	Auditor's Office
Roger Kennedy	rkennedy@chapttech.com	Landscape Architects
Cheryl Schreiber	bdosteo@mail.wvnet.edu	Osteopathy
John Parkulo	wvbde@charterinternet.com	Dental Examiners
Virginia Hastings		Veterinary Medicine
Wanda Goodwin	wgoodwin@wvnet.edu	Veterinary Medicine
Lexa Lewis	lewilex@mail.wvnet.edu	Architects
Pam Carper	wvbdopt@verizon.net	Optometry
Karen Thornton		Attorney General's Office
Darlene Ratliff-Thomas		Attorney General's Office
Vickie Pullins	vpullins@hotmail.com	Speech Language Path. & Aud.
Vicki Mathes	wvbeslpa@mail.wvnet.edu	Speech Language Path. & Aud.
Marilee Bright	wvbels@mail.state.wv.us	Land Surveyors
Tammy Crookshanks	tcrookshanks@state.wv.us	Practical Nurses
Brenda Thompson	bthompson@mail.wvnet.edu	House Committee on Govt. Org
Frank Markun		Dieticians
Jean Ann Johnson	counselingboard@msn.com	Counseling
Frankie Cayton	fsc2252@yahoo.com	Physical Therapy
John Skelton		Massage Therapy
Julie Parke	ms325c@wvdhhr.org	Massage Therapy
Larry Absten	larryabsten@wvdhhr.org	Barbers and Cosmetologists

Sarah Hamrick	sarah.hamrick@wvsto.com	Barbers and Cosmetologists
Steven Thompson	stevetho@mail.wvnet.edu	House Committee on Govt. Org
Linda Lyter	llyter@wvadmin.gov	State of WV Dept. of Administration
Janie Belcher	jbelcher@wvadmin.gov	State of WV Dept. of Administration