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**WVBOT MINUTES:** September 25, 2015

**MEMBERS PRESENT:** Bambi Hill, Phil Simpson, Marty Douglas, Kathy Quesenberry, Gene Brooks

**ABSENT:**

**ALSO PRESENT:** Vonda Malnikoff

**MEETING CALLED TO ORDER:** 11:15 a.m.

Bambi motioned to enter Executive Session 11:15. Phil seconded. Vote 5-0.

### **EXECUTIVE SESSION**

Issue 2014#04 – Complaint / Consent Agreement

Phil motioned to end Executive Session 11:16. Bambi seconded. Vote 5-0.

Gene motioned to approve May 15, 2015 minutes as written. Marty seconded. Vote 5-0.

### **OLD BUSINESS**

#### **TOPIC: Applications for OTR Board position**

**FINDINGS/CONCLUSIONS:** Board reviewed applications received. All resumes mailed to Governor's office with letter requesting re-appointments and appointment of OTR representative. Multiple emails have been sent regarding status. No appointments made per 9/16/13 email. No response to 11/14/13 email. No response from Governor's office to May 6<sup>th</sup> email. New contact is Melissa Parsons. Info regarding expired terms sent to Grady Bowyer 10/29/14 to forward to Legislature and Governor's office.

**ACTION/FOLLOW-UP: None.**

#### **TOPIC: Purchase of Licensure Management Database System**

**FINDINGS/CONCLUSIONS:** Researched systems recently purchased by Board of Osteopathic Medicine, Board of Medicine, Dental, Engineering, and Veterinarian Boards. Reviewed scope & estimated cost at meeting on 5/15/15. Marty motioned to issue RFQ to purchase Licensure Management Database System. Bambi seconded. Vote 4-0.

**ACTION/FOLLOW-UP: Work with purchasing to issue RFQ.**

#### **TOPIC: NBCOT Primary Source Verification / NPDB Agent**

**FINDINGS/CONCLUSIONS:** Marty motioned to accept new online NBCOT verification as primary source verification required for licensure. Phil seconded. Vote 5-0. Phil motioned to decline interest at this time to NBCOT request to act as NPDB Agent for the Board. Board will further discuss purpose / benefits with NBCOT representative at March board meeting. Marty seconded. Vote 5-0. Shaun Conway further clarified NBCOT's goal of maintaining a nationwide database to collect and disseminate disciplinary action from all states. They would act as the reporting agency to NPDB. One remaining question is the impact this will have on meeting current filing deadlines.

**ACTION/FOLLOW-UP: Keep item open pending further information regarding implementation from NBCOT.**

#### **TOPIC: Telehealth Position Statement**

**FINDINGS/CONCLUSIONS:** Distributed information regarding Telehealth from AOTA and

various states. Reviewed draft position statement. **Revisions made and emailed to Board members for subsequent review.**

**ACTION/FOLLOW-UP: Hold for future action.**

**PURCHASE CARD TRANSACTIONS**

The Board reviewed all purchases made on the Purchase Card in May, June, July, and August 2015. Gene motioned to approve all purchases May through August. Phil seconded. Vote 5-0.

**TREASURER'S REPORT**

Cash Balance as of August 31, 2015

\$ 192,927.58

**MAY - AUGUST DEPOSITS**

5/4/15	\$ 390.00	6/10	\$ 220.00	7/14	\$ 100.00
5/7	30.00	6/11	370.00	7/16	150.00
5/11	150.00	6/12	250.00	7/20	880.00
5/14	460.00	6/16	230.00	7/22	310.00
5/18	280.00	6/18	270.00	7/23	540.00
5/21	30.00	6/24	280.00	7/30	280.00
5/26	640.00	6/26	55.00	8/4	160.00
5/28	90.00	6/29	390.00	8/17	300.00
6/1	400.00	7/6	270.00	8/20	120.00
6/4	100.00	7/9	160.00	8/25	530.00
6/8	760.00	7/13	550.00	8/27	130.00

TOTAL DEPOSITS

\$ 9,875.00

**MAY - AUGUST DISBURSEMENTS**

May	\$ 6,337.09
June	6,380.69
July	7,547.02
August	4,652.24

## **NEW BUSINESS**

### **TOPIC: Safety Policy and Driver Training**

**FINDINGS/CONCLUSIONS:** Reviewed Safety Policy and Defensive Driving Tips. All Board members and staff signed Vehicle / Driver Safety Acknowledgement.

**ACTION/FOLLOW-UP:** Forward to BRIM to complete Loss Control Questionnaire

### **TOPIC: 2016 Continuing Education Conference**

**FINDINGS/CONCLUSIONS:** Reviewed cost proposals from Flatwoods and Summersville, compared to cost from Bridgeport Conference Center and previous proposal from Marriott in Charleston. Discussed available dates and potential topics / speakers.

**ACTION/FOLLOW-UP:** Vonda to obtain additional proposals from facilities in Charleston area and confirm date and location. Board members to help identify speakers.

### **TOPIC: School System Caseloads**

**FINDINGS/CONCLUSIONS:** Reviewed letter from OT's in Mercer County schools, and multiple email responses from OT's in various other counties regarding caseloads. State Board of Education policy limits caseloads for Speech Therapists, but not OT's or PT's. Caseloads are not addressed in Practice Act or Legislative Rules of any of the three related state licensing boards. Most other counties responding to email request for information indicated caseloads comparable to the Speech therapy limits.

**ACTION/FOLLOW-UP:** Bambi motioned that a letter be sent to the Mercer County Board of Education requesting additional information regarding their policies/guidelines for OT caseloads. Gene seconded. Vote 5-0.

## correspondence

	<u>correspondence</u>	<u>date rec'd</u>	<u>issue</u>
1	Presence Learning	6/17/2015	email from PresenceLearning intern compiling info re: cross-licensing reqmts
2	AOTA	6/12/2015	Licensed OT's/OTA's by state
3	NBCOT	6/22/2015	Upcoming US FTC guidance re: "Active State Supervision" of regulatory boards
4	FARB	6/24/2015	Letter from Federation of Associations of Regulatory Boards to State's Atty Generals re: NC Dental Board case
5	NBCOT	6/18/2015	Spring 2015 Newsletter
6	OnlinePsychologyDegrees.com	7/14 & 7/17/15	emails requesting to be added as a link on our website
7	Nancy Godby (wvrtboard)	8/5/2015	report from White House Council of Economic Advisors - "Trends in Occupational Licensing and Best Practices for Smart Labor Market Regulation"
8	NPDB	8/17/2015	August newsletter
9	Danielle Levac (Northeastern Univ)	8/24/2015	request for access to emails / website post
10	NPDB	8/31/2015	email re: guidance on reporting licensure actions against impaired practitioners
11	NBCOT	8/31/2015	survey re: Cultural Competency & Health Literacy
12	Purchasing	9/1/2015	The Buyers Network - September 2015
13	ACOTE	9/11/2015	Aug 2015 Accreditation Actions - UC-Beckley approval to move to new campus facilities
14	AG's office	9/21/2015	WV Supreme Court opinion re Complaint procedures & timelines
15	NBCOT	9/24/2015	Alabama Bd of Medicine repeals Telehealth Rules based on US Supreme Court ruling

Bambi motioned to adjourn meeting at 2:10 after the signing of licensure applications. Marty seconded. Vote 5-0. The next regular Board meeting is scheduled for Friday, November 6, 2015 at 11:00 a.m. at the Morgantown office.