

WV BOARD OF RESPIRATORY CARE  
106 DEE DRIVE, SUITE 1  
CHARLESTON, WV 25311

BOARD MEETING MINUTES – MAY 15, 2019

Presiding: Eric Hawkins, Vice President  
Present: Barbara Folden, Regina Gillispie, Len Picha, Tracy Matthews  
Absent: Dr. Ihle, William Boring  
Recording: Nancy Massey

Proposed Agenda

Tracy Matthews motioned to approve the agenda. Len Picha seconded. Motion carried - unanimous.

Board Minutes:

Len Picha motioned to approve the December 18, 2018 minutes. Regina Gillispie seconded. Motion carried – unanimous.

RRT Minimum Requirement for Licensure:

Discussion ensued concerning NBRC's Registered Respiratory Therapist Examination the minimum requirement for licensure in West Virginia. Several states have already moved in this direction with more in the process. All programs accredited by this board instruct to the Registry Examination, but this board offers licenses on the certification level as well as registry level as stated in statute. The board agrees that West Virginia should move in this direction but feels the need to gather more information from schools and other states. Tracy Matthews will gather more information on this matter.

Reinstatement Application for Board Approval –

Jonathan Neal has completed his suspension and satisfied his consent agreement 1<sup>st</sup> year terms and is seeking reinstatement of his license to practice. Tracy Matthews motioned to approve his reinstatement with affirmation Mr. Neal will continue to meet his consent agreement 24-month terms. Len Picha seconded – motion carried.

Executive Session

Barbara Folden motioned to go into executive session to discuss personnel issues. Len Picha seconded. Motion Carried – unanimous.

Regular Session

Tracy Matthews motioned to return to regular session. Barbara Folden seconded. Motion carried – unanimous.

Personnel Issues –

Nancy Massey will be retiring on August 30, 2019. She will remain a fulltime employee until that date. The board agrees to hire Jordyn Chapman (current temp) as a fulltime employee (24K) on July 8, 2019 to train with Nancy. Tracy Matthews will handle CFO duties of budget, appropriations, law changes, AG communications. Nancy Massey will be temporary employee as of September 2, 2019 to work on projects and overload as needed. Tracy Matthews motioned to approve. Regina Gillispie seconded. Motion carried – unanimous.

### Legislative Review –

Tracy Matthews motioned to approve language changes as drafted to the 30CSR9 Student Permits and 30CSR2 Establishment of Fees to include initial waiver of license fees for military and individuals who are 130% below federal poverty level in compliance with SB396. Nancy Massey will be posting to our website as well as mailing for public comment period as required by Secretary of State's Office. Regina Gillispie seconded. Motion carried – unanimous.

### Upcoming Meetings

VGM Heartland Conference – Regina Gillispie  
AARC Summer Forum – Tracy Matthews, Eric Hawkins

### Meeting Review

WVSRC Winter Conference Canaan Valley – Eric Hawkins presented summary and stated the conference was impressive with good attendance and interesting content.  
NBRC State Liaison Meeting – Tracy Matthews presented summary of the meeting noting the NBRC has no plans to restrict exam to only registry status.

### Administrative Review

- P-Card purchases were presented to the board for approval. Eric Hawkins motioned for approval and Barbara Folden seconded. Motion carried – Unanimous
- YTD Current Budget/Revenue was presented and copied to the board.
- FY2020 Budget was copied to the board.
- 2019 License Renewal Review
- \$1,850.00 Fines Transferred to General Fund.

Adjourn – Len Picha, Barbara Folden

Recording,

Nancy J. Massey,  
Executive Secretary