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WVBOT MINUTES: April 7, 2022

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

ABSENT:

ALSO PRESENT: Vonda Malnikoff, Mary Beth Laughery

MEETING CALLED TO ORDER: 6:00 p.m.

Marty motioned to approve January 21, 2022 minutes as written. Phil seconded. Vote 5-0.

OLD BUSINESS

TOPIC: CE Conference 2022

FINDINGS/CONCLUSIONS: Reviewed quotes from Bridgeport Conference Center for one and two day conference. Reviewed proposal from Aspire OT. No other commitments from speakers. Agreed to hold one day conference with limited attendance of 100, preferably with multiple course options. Reviewed tentative agenda and menus. Agreed to provide paper handouts of presentations. Order disposable masks. Postcards mailed & online registration complete.

ACTION/FOLLOW-UP: Review conference evaluations; final attendance numbers at next meeting.

TOPIC: COTA Supervision Rules

FINDINGS/CONCLUSIONS: Discussed whether modifying COTA supervision rules is necessary to better protect consumers and the potential implications of doing so. Reviewed supervision rules in other states. **Provided all Board members with AOTA summary of state COTA supervision rules.**

ACTION/FOLLOW-UP: Hold for future discussion.

TOPIC: TekSwift Contract Renewal

FINDINGS/CONCLUSIONS: Quarterly rate for website hosting / data backup service contract April 2022 - March 2023 to increase from \$221.82 to \$242.82. Gene motioned to approve. Bambi seconded. Vote 5-0. **Contract signed.**

ACTION/FOLLOW-UP: None.

TOPIC: 2022 Renewal update

FINDINGS/CONCLUSIONS: OT non-renewals were 61 (14%) of total 433 due. OTA non-renewals were 70 (22%) of total 317 due. Non-renewal rate of OT's has remained steady, while non-renewal rate of OTA's has increased in 2020 and 2021. As of 1/13/22, there are 829 licensed OT's and 564 licensed OTA's. All renewals were completed in Certemy, with approximately 20% completed during the last week of the year. Consider alternative renewal date to reduce workload over Christmas/New Year holiday. **After discussion of proposal, Marty motioned to move OTA renewals to June 30th beginning with renewals currently due 12/31/22 moving to 6/30/23. Gene seconded. Vote 5-0.**

ACTION/FOLLOW-UP: Letters and new license cards to be given to attendees at conference. Remaining letters to be mailed. Follow up with email to all licensees and notice on website. Letters and new cards for OTA's with current expiration date of 12/31/23 will be mailed next year. Expiration dates will need to be changed in Certemy for current licensees, with new 6/30 date effective for new licensees as of 7/1/22.

TOPIC: 2022 Legislative Session

FINDINGS/CONCLUSIONS: SB221 to establish Occupational Therapy compact introduced in Senate 1/12/22; Committee Substitute to correct technical errors passed to full Senate by Committee on Health and Human Resources on 1/18; 1st reading in full Senate on 1/21/22.

SB221 passed 2/25/22; signed by Governor 3/8/22. Notice posted on website.

ACTION/FOLLOW-UP: None.

PURCHASE CARD TRANSACTIONS

The Board reviewed all purchases made on the Purchase Card for January 16, 2022 through March 15, 2022. Phil motioned to approve all purchases. Gene seconded. Vote 5-0.

TREASURER'S REPORT

Cash Balance as of March 31, 2022

\$ 248,277.36

JANUARY - MARCH DEPOSITS

1/3/22	\$ 100
2/1	30
2/24	100
3/9	30
3/23	30
3/28	30

egov receipts:

January	\$ 3,230
February	2,260
March	2,540

TOTAL DEPOSITS \$ 8,350

JANUARY - MARCH DISBURSEMENTS

January	\$ 7,606.11
February	7,295.23
March	5,976.24

Beginning cash balance 7/1/21	\$ 228,280.50
FY2022 Revenue	90,205.00
FY2022 Expenditures	70,208.14
Ending cash balance 3/31/22	\$ 248,277.36

NEW BUSINESS

TOPIC: NBCOT Ambassador Program

FINDINGS/CONCLUSIONS: Mary Beth Laughery introduced herself as the WV representative to the NBCOT Ambassador Program. The purpose of the Program is to enhance NBCOT's outreach to state regulatory boards. In her role, Mary Beth may provide an overview of current NBCOT programs, services, and resources, as well as communicate any questions or requests that arise from board meetings.

ACTION/FOLLOW-UP: None.

TOPIC: Review of Safety Policy, Driver Training, and Confidentiality Agreements

FINDINGS/CONCLUSIONS: Reviewed and signed.

ACTION/FOLLOW-UP: None.

TOPIC: OT Licensure Compact

FINDINGS/CONCLUSIONS: Discussed changes needed to Legislative Rules as a result of passage of SB221, i.e. Series 3 – Fees and Series 9 – Telehealth. Phil motioned to hold Rule changes until 2023, after Compact Commission meets to establish compact rules and determine member state fee. Bambi seconded. Vote 5-0. A state representative must be appointed to serve on the compact commission. Marty motioned to nominate Vonda. Bambi seconded. Vote 5-0. Efforts to start the process to gain authority to require FBI criminal background checks have been unsuccessful.

ACTION/FOLLOW-UP: Complete and return appointment letter to Compact Commission. Attend meetings as needed. Continue attempts to acquire authorization to require FBI CBC's.

TOPIC: CE Conference 2023

FINDINGS/CONCLUSIONS: Discussed potential date, location, speakers/topics.

ACTION/FOLLOW-UP: Vonda to obtain quotes from venues in Beckley area for April 21st, 2023, with April 28th as a backup. Assume no capacity restrictions, returning to approximate attendance of 200.

	<u>correspondence</u>	<u>date rec'd</u>	<u>issue</u>
1	Kristen Neville - AOTA	1/26/2022	Representative Assembly motions re: Dry Needling
2	NBCOT	2/23/2022	February 2022 E-newsletter
3	Shaun Conway - NBCOT	2/24/2022	Letter re: communication from NBCOT / State Ambassador
4	AOTA	3/4/2022	State Affairs newsletter
5	emails	3/9/2022	emails re use of telehealth for supervision meetings
6	Kristen Neville - AOTA	3/9/2022	State Regulatory Forum Webinar - May 25 4:00 pm
7	OT email	3/24/2022	*question re discharge summaries
8	Shaun Conway - NBCOT	3/23/2022	New tool focused on self-reflection and growth

Bills paid Jan 2022- Mar 2022

BRIM	1/5/2022	paid	\$715.00	insurance premium for qtr ending 3/31/22
STO-egov fees	1/10/2022	paid	\$1,026.67	Dec egov payments
Dept of Admin	1/18/2022	paid	\$150.25	Shared services payroll/AP billing Q2 2022
IS&C	1/19/2022	paid	\$61.88	Centrex (phone) billing Dec 2021
Gene Brooks	1/24/2022	paid	\$150.00	perdiem for 1-21-22 board mtg
Marty Douglas	1/24/2022	paid	\$150.00	perdiem for 1-21-22 board mtg
Phil Simpson	1/24/2022	paid	\$150.00	perdiem for 1-21-22 board mtg
Bambi Hill	1/24/2022	paid	\$150.00	perdiem for 1-21-22 board mtg
Kathy Quesenberry	1/24/2022	paid	\$150.00	perdiem for 1-21-22 board mtg
Assoc of Lic bds	2/3/2022	paid	\$300.00	annual dues
STO-egov fees	2/8/2022	paid	\$72.67	Jan 2022 egov payments
Certemy	2/9/2022	paid	\$2,275.00	Q8 payment
AG's Office	2/15/2022	paid	\$78.00	December invoice
STO-egov fees	3/7/2022	paid	\$50.85	Feb 2022 egov payments
IS&C	3/8/2022	paid	\$46.92	Centrex (phone) billing Feb 2022
IS&C	3/9/2022	paid	\$61.98	Centrex (phone) billing Jan 2022
Encova	3/14/2022	paid	\$231.00	WC premium 3/29/22 - 3/29/23

Marty motioned to adjourn at 8:15 p.m. Phil seconded. Vote 5-0. The next regular Board meeting is scheduled for Friday, September 9th, 2022 at the Morgantown office at 11:00 a.m. The final 2022 meeting is tentatively scheduled for November 18th.