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WVBOT MINUTES: November 18, 2022

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

ABSENT: Gene Brooks

ALSO PRESENT: Vonda Malnikoff

MEETING CALLED TO ORDER: 12:00 p.m.

Phil motioned to approve September 9, 2022 minutes as written. Marty seconded. Vote 4-0.

OLD BUSINESS

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: 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. Attended initial Commission meeting on August 3-4. Added link to OT Compact website to WV BOT website. **Attended first Finance Committee meeting on October 19th.**

ACTION/FOLLOW-UP: Attend additional 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. Reviewed quotes for Tamarack and Raleigh County Convention Center for April 21, 2023. Also reviewed proposed agenda, speaker proposals, and promotional item. Discussed holding November Board meeting in Beckley to tour Convention Center. **Toured Convention Center & signed contract for 4/21/23. Discussed conference menu. Received journals and pens.**

ACTION/FOLLOW-UP: Explore other options for hotel rooms and board meeting on 4/20/23. Finalize agenda.

TOPIC: State Auditor's Licensing Board Seminar

FINDINGS/CONCLUSIONS: To be held November 1st at the Holiday Inn and Conference Center in South Charleston. **Gene and Vonda attended. Announced PERD audit in 2023.**

ACTION/FOLLOW-UP: None.

TOPIC: Expanded Tekswift services

FINDINGS/CONCLUSIONS: Discussed proposal to expand Tekswift services to include their Insight Managed IT Services to increase security on Board computers. Bambi motioned to add Insight Essentials to our Tekswift contract. Marty seconded. Vote 5-0. **Received approval from WV Office of Technology on 10/28/22.**

ACTION/FOLLOW-UP: Add Insight Essentials upon contract renewal in March 2023.

PURCHASE CARD TRANSACTIONS

The Board reviewed all purchases made on the Purchase Card for August 16, 2022 through November 15, 2022. Bambi motioned to approve all purchases. Phil seconded. Vote 4-0.

TREASURER’S REPORT

Cash Balance as of October 31, 2022

\$ 218,528.27

SEPTEMBER - OCTOBER DEPOSITS

9/13/22	\$ 30	10/12/22	\$ 15
9/14	30		
9/29	30		

egov receipts:

September	\$ 4,710
October	8,200

TOTAL DEPOSITS \$ 13,015

SEPTEMBER - OCTOBER DISBURSEMENTS

September	\$ 8,964.08
October	5,655.59

Beginning cash balance 7/1/22	\$ 223,743.86
FY2023 Revenue	21,565.00
FY2023 Expenditures	26,780.59
Ending cash balance 10/31/22	\$ 218,528.27

NEW BUSINESS

TOPIC: Financial Disclosure Statements

FINDINGS/CONCLUSIONS: Must be filed between January 1 and February 1, 2023. Online and fillable pdf filing options available at ethics.wv.gov.

ACTION/FOLLOW-UP: Send email reminder in January.

Correspondence:

	<u>correspondence</u>	<u>date rec'd</u>	<u>issue</u>
1	NBCOT	9/13/2022	2022 Certification Databook
2	NBCOT	10/5/2022	E-newsletter September 2022
3	NBCOT	10/18/2022	email correspondence re: attending board meeting

Bills paid September 2022- October 2022

STO-egov fees	9/6/2022	paid	\$122.63	August egov payments
IS&C	9/7/2022	paid	\$60.73	Centrex (phone) billing August 2022
Gene Brooks	9/12/2022	paid	\$150.00	perdiem for 9-9-22 Board mtg
Marty Douglas	9/12/2022	paid	\$150.00	perdiem for 9-9-22 Board mtg
Phil Simpson	9/12/2022	paid	\$150.00	perdiem for 9-9-22 Board mtg
Bambi Hill	9/12/2022	paid	\$150.00	perdiem for 9-9-22 Board mtg
Kathy Quesenberry	9/12/2022	paid	\$150.00	perdiem for 9-9-22 Board mtg
Gene Brooks	9/12/2022	paid	\$202.50	travel for 9-9-22 board mtg
Marty Douglas	9/12/2022	paid	\$238.76	travel for 9-9-22 board mtg
Phil Simpson	9/12/2022	paid	\$265.00	travel for 9-9-22 board mtg
Bambi Hill	9/12/2022	paid	\$222.50	travel for 9-9-22 board mtg
Kathy Quesenberry	9/12/2022	paid	\$272.50	travel for 9-9-22 board mtg
Certemy	9/8/2022	paid	\$2,275.00	Q10 payment
Vonda Malnikoff	9/19/2022	paid	\$112.50	travel to pcard training 9/15/22
BRIM	10/3/2022	paid	\$676.00	insurance premium for qtr ending 12/31/22
IS&C	10/4/2022	paid	\$61.31	Centrex (phone) billing September 2022
STO-egov fees	10/6/2022	paid	\$105.98	Sep egov payments
Dept of Admin	10/13/2022	paid	\$112.00	Shared Services payroll billing Q12023

Bambi motioned to adjourn at 1:30 p.m. Phil seconded. Vote 4-0. The next regular Board meeting is scheduled for Friday, January 20th, 2023 at 11:00 a.m. at the Morgantown office. Remaining 2023 board meetings are tentatively scheduled for April 20th, September 15th and November 17th.