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WVBOT MINUTES: November 6, 2026

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

ABSENT:

ALSO PRESENT: Vonda Malnikoff,
Coty Dennler (WVOTA)

MEETING CALLED TO ORDER: 10:03 a.m.

Coty Dennler, WVOTA president, introduced himself and expressed a commitment to continuing to foster the relationship between the Board and the Association.

Marty motioned to approve August 21, 2026 minutes as written. Bambi seconded. Vote 5-0.

OLD BUSINESS

TOPIC: Use of State LMS for jurisprudence exam for CE credit
FINDINGS/CONCLUSIONS: Discussed creation of one or more exams for CE credit on topics such as the Practice Act, Legislative Rules, supervision, telehealth, Certemy, OT Compact, etc. and use of the state LMS platform. There is no cost to use the system but will cost $90/hour to upload test. Bambi motioned to move forward. Gene seconded. Vote 5-0. Reviewed two courses and use of LMS system. Marty motioned to move forward by testing process with Board members. Bambi seconded. Vote 5-0.
ACTION/FOLLOW-UP: Tabled until February 2027 meeting.

TOPIC: Boardroom chairs
FINDINGS/CONCLUSIONS: Discussed purchase of new boardroom chairs from WV Correctional Industries. Five chairs received 8/13; two on backorder. WV Surplus will charge mileage to pick up old chairs. Board agreed to sell on GovDeals instead. **Received final two chairs; old chairs sold on GovDeals.**
ACTION/FOLLOW-UP: None.

TOPIC: Proposed 2026 Legislative Rule filing
FINDINGS/CONCLUSIONS: Reviewed draft of Series 1 legislative rule for modifications. Comment period ended 7/12/26; received two comments in support of rule; reviewed changes made by LRMRC before approving at committee meeting on 8/12/26**.**
ACTION/FOLLOW-UP: Follow legislative progress.

TOPIC: Statewide contract for copiers
FINDINGS/CONCLUSIONS: New statewide contract has been awarded to Canon. Reviewed quote for lease / purchase options. Current Komax copier is 6 years old and no longer covered under maintenance contract. Marty motioned to move forward with 60-month lease. Gene seconded. Vote 5-0. Signed five-year lease agreement on 6/24/26; delivery scheduled for 7/15/26, but vendor didn't show; have not heard from them to reschedule delivery. **New copier delivered October 15th.**
ACTION/FOLLOW-UP: None.

PURCHASE CARD TRANSACTIONS

The Board reviewed all purchases made on the Purchase Card for August 16, 2026 through October 15, 2026. Gene motioned to approve all purchases. Phil seconded. Vote 5-0.

TREASURER'S REPORT

Cash Balance as of October 31, 2026
$ 199,141.17

AUGUST - OCTOBER DEPOSITS

OTC receipts:

September	$ 200
October	250

egov receipts:

August	$ 880
September	3,325
October	10,305

TOTAL DEPOSITS $ 14,960

AUGUST - OCTOBER DISBURSEMENTS

August	$ 6,219.60
September	9,148.00
October	11,471.78

TOTAL DISBURSEMENTS $ 26,839.38

Ending cash balance	6/30/26	$ 215,741.25
FY2027 Revenue		18,145.00
FY2027 Expenditures		34,745.08
Ending cash balance	10/31/26	$ 199,141.17

OT COMPACT UPDATE

Eleven states have launched: MN, OH, WV, IN, VA, MD, TN, WI, AR, MS, MO

As of 10/31/26, twenty-nine privileges to practice have been purchased in WV; twelve WV practitioners have completed the FBI CBC to become eligible to purchase compact privileges in other active states.

NEW BUSINESS

TOPIC: 2027 Financial Disclosure Statements
FINDINGS/CONCLUSIONS: Disclosure statements to be filed in January 2027.
ACTION/FOLLOW-UP: Board members file statements online by February 1, 2027.

TOPIC: Office lease
FINDINGS/CONCLUSIONS: Current lease expires 7/31/27. Bambi motioned to renew for three years. Kathy seconded. Vote 5-0.
ACTION/FOLLOW-UP: Vonda to work with Real Estate Division to renew lease.

TOPIC: December jury duty
FINDINGS/CONCLUSIONS: Executive secretary selected for jury duty for month of December.
ACTION/FOLLOW-UP: Add phone message if out for extended period of time.

Bills paid August 2026 - October 2026

WVInteractive	8/5/2026	paid	$40.75	website hosting July 2026
STO-egov fees	8/5/2026	paid	$68.29	July egov payments
ERP Board	9/1/2026	paid	$178.75	wvOASIS FY2027 annual user fee
IS&C	9/2/2026	paid	$61.94	Centrex phone billing July 2026
WVInteractive	9/3/2026	paid	$40.75	website hosting Aug 2026
STO-egov fees	9/8/2026	paid	$19.80	August egov payments
Certemy	9/15/2026	paid	$2,489.50	Q26 payment
WVCI	10/1/2026	paid	$3,339.00	chairs
BRIM	10/1/2026	paid	$784.00	insurance premium qtr ending 12/31/26
STO-egov fees	10/5/2026	paid	$74.81	September egov payments
WVInteractive	10/7/2026	paid	$40.75	website hosting Sep 2026
IS&C	10/8/2026	paid	$78.24	Office of Technology Aug 2026
IS&C	10/8/2026	paid	$59.62	Centrex phone billing Aug 2026
Dept of Admin	10/13/2026	paid	$68.43	shared services Q1 2027
AG's Office	10/14/2026	paid	$208.00	September 2026 invoice
IS&C	10/28/2026	paid	$59.61	Centrex phone billing Sep 2026

Correspondence

	from	***date rec'd***	***subject***
1	Jackie Hurt	8/24/2026	see follow up email
2	NBCOT	9/28/2026	links to State Regulatory Leadership Forum - available thru end of year
3	AOTA	10/6/2026	Fall 2026 State Affairs Newsletter

Phil motioned to enter executive session at 10:50 a.m. to discuss complaints and licensee issues. Gene seconded. Vote 5-0.

EXECUTIVE SESSION

- Issue 2026#02 Complaint
- Issue 2026#03 Complaint
- Issue 2026#04 Complaint
- Issue 2026#05 Complaint
- Issue 2026#06 Licensee issue

Marty motioned to leave executive session at 1:46 p.m. Phil seconded. Vote 5-0.

- Issue 2026#02 Kathy made a motion to notify Texas Board of OT of disciplinary action taken. Marty seconded. Vote 5-0.

- Issue 2026#03 Gene made a motion to dismiss. Bambi seconded. Vote 5-0.

- Issue 2026#04 Phil made a motion to find probable cause and offer Consent Agreement. Gene seconded. Vote 5-0.

- Issue 2026#06 Gene made a motion to file Board initiated complaint. Bambi seconded. Vote 5-0.

Tentative 2027 Board meeting dates were set for February 19th, April 30th, and August 27th in Morgantown, with November meeting to be held in Charleston in conjunction with State Auditor's Licensing Board seminar.

Adjourned at 2:00 p.m. after e-signing of applications.