

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

BOARD MEETING MINUTES – AUGUST 12, 2015

Presiding: Tracy Matthews
Present: William (Bill) Boring, Eric Hawkins, Regina Gillispie, Leonard (Len) Picha
Absent: Jane Antulov, Dr. Crisalli
Recording: Nancy Massey

Proposed Agenda

Len Picha motioned to approve the proposed meeting agenda. Eric Hawkins seconded. Motion carried.

Board Minutes; May 5, 2015

Eric Hawkins motioned to approve the previous board minutes of May 5, 2015. Bill Boring seconded. Motion carried.

Executive Session

William Boring motioned for Executive Session to review discipline cases Eric Hawkins seconded. Motion carried.

Regular Session

Eric Hawkins motioned to return to regular session. Regina Gillispie seconded. Motion carried.

Disciplinary Actions

14-429; Jennifer Linkenauger – *Tracy Matthews recused*. Nancy Massey reports that a hearing was conducted on June 2, 2015 before hearing examiner Jack McClung. Mr. McClung presented his recommendation for revocation of her license to Board Members: Bill Boring; Vice President of the Board, members: Leonard Picha, Eric Hawkins, and Regina Gillispie. By unanimous vote of the board, Ms. Linkenauger's license was been revoked. She was notified by certified mail on June 25, 2015.

14-1124 Jacob Shiflett – Active investigation/Pending receipt of records

14-826; Priority One – Active investigation/ Pending receipt of records

14-1230 Starr Jones – Consent agreement with reprimand, fine and quarterly reports has been offered, awaiting response. Tracy Matthews motioned to proceed with a formal hearing if the board receives no response from Ms. Jones by deadline of August 24, 2015. Eric Hawkins seconded. Motion carried.

Out of State DME Services -

Discussion ensued regarding the issues and dangers patients may be exposed to from out of state providers shipping CPAP, BIPAP, and ventilators into West Virginia with no one to set-up or provide instruction to the patient as required by licensed personnel in WV Code 30-34 CSR7. Regina Gillispie will gather information on this matter. Nancy Massey will try to secure a meeting with WV State Officials and our board reps (Tracy Matthews and Regina Gillispie) on the best way for this board to proceed in regulating these services.

Conferences –

Tracy Matthews was our board representative for the Ohio Society of Respiratory Care conference in Columbus. He reviewed conference information with the board.

The following members will represent our board at upcoming conferences/seminars:

NBRC State Liaison Meeting, Kansas City – Tracy Matthews

WVSRRC Fall Conference – Tracy Matthews (Speaker)

Pulmonary Conference, Texas – Leonard Picha

WV State Sleep Conference – Regina Gillispie, Eric Hawkins

AARC Conference, Tampa – Tracy Matthews, Bill Boring, Possible; Len Picha, Regina Gillispie, Eric Hawkins in December.

Administrative Review – Nancy Massey

Applications for board approval:

Coty Roush – Approve w/agreement to monitor

John Ewen – Approve w/agreement to monitor

Jeffrey McClung – Approve no restrictions.

Len Picha motioned above dispositions. Bill Boring seconded. Motion carried

2015 Revenue and Budget Expense review

P Card purchases from previous board meeting – Tracy Matthews motioned to approve the P Card purchases. Eric Hawkins seconded. Motion carried.

Completed purchase of two new HP laptops

Proposed 2 signs for office (estimated cost 600.00) – Landlord will install cellphone booster. Regina Gillispie motioned to approve the cost of signs. Eric Hawkins seconded. Motion carried.

2016 License Renewals – Regina Gillispie motioned to move the online start date up to October 1, 2015 and forms mail out date up to September 30, 2015. Bill Boring seconded. Motion carried.

Executive Session

Bill Boring motioned to go into executive session to discuss personnel concerns. Eric Hawkins seconded. Motion carried.

Regular Session

Tracy Matthews motioned to return to regular session. Regina Gillispie seconded. Motion carried.

Staff Salary Increase

Eric Hawkins motioned to grant salary increase of \$4000.00 to Nancy Massey beginning September 1, 2015. Note, it has been since 2009 for the last salary increase coupled with increasing office duties; including OASIS ongoing training and implementation of those new procedures merits this increase. Regina Gillispie seconded. Motion carried.

New Business – None

Adjourn – Regina Gillispie motioned to adjourn. Len Picha seconded. Motion carried.

Recording –

Nancy J. Massey, Administrative Secretary