West Virginia Board of Examiners for

Speech-Language Pathology and Audiology

April 4, 2019

Board Meeting

Time: 4:00 PM

Location: WVSHA Conference

 Bridgeport Conference Center

 300 Conference Center Way

 Bridgeport, WV 26330

Present: Board President, Erin Browning

 Board Secretary, Vickie Pullins

 Board Member, Michael Zagarella

 Citizen Member, Joe E. Richards

 Executive Director, Patricia Nesbitt

The meeting was called to order at 4:31 PM by Erin Browning, Board President.

The minutes of the February 19, 2019 were presented. Vickie Pullins made a motion to approve the minutes as presented. Joe Richards seconded the motion. Motion carried.

The financial report was presented by Patty Nesbitt. The cash balance as of March 31st is $284,478.44. Revenue and itemized expenditure reports were also presented for Board review. Joe Richards made a motion to accept the financial report. Mike Zagarella seconded the motion. Motion carried.

The PCard Expenses and PCard Travel Expenses for periods 01/16/2019 – 02/15/19 and 02/16/19 – 03/15/2019 were presented for review. Joe Richards made a motion to accept the PCard and PCard Travel Expenses as presented. Mike Zagarella seconded the motion. Motion carried.

OLD BUSINESS

Legislative Updates – Patty Nesbitt reported of the numerous bills introduced during the 2019 Legislative Session, the only bill approved by both houses and signed by the Governor was SB 396. The applicable rule change required to Rule 29-1 for low income applicants/licensee and military families and veterans specified in SB396 are included with the CE audit changes approved by the Board during the February 19th meeting.

Rule 29-1 Modifications – The modifications to Rule 29-1 were reviewed and discussed. Vickie Pullins made a motion to approve the modifications. After further discussion, Joe Richards seconded the motion. Motion carried.

Board Meeting Minutes

April 4, 2019

WVU Intern – Vickie Pullins reached out to the Department Chair, Jayne Brandel regarding the expected wage for an intern. Vickie Pullins reported, per Jayne Brandel, they thought a fair wage would be $10 per hour. After a discussion on the weekly maximum number of hours and what duties the intern would be allowed to perform in the office, the Board decided it was up to the Executive Director whether or not it was feasible to hire an intern for 20 hours a week. If the Executive Director decides it is feasible, she may go forward with required paperwork and the interviewing process.

Public Outreach – Erin Browning discussed the importance of reaching out to consumers to articulate the mission of the Board of Examiners. She is waiting for a call back from a graphic designer at the Treasurer’s office for an approximate cost to develop a brochure. She also discussed the idea of a Facebook page. She will do further research and report back to the board so decisions can be made.

NEW BUSINESS

Staff Salary – Erin Browning presented a list of 2018 salaries for WV Chapter 30 Boards. Since the Executive Director had not had a salary increase since 2014, she felt, based on the work load and a comparison to similar size boards, an increase was justified. Joe Richards made a motion to increase the Executive Director’s salary to $61,500 per year. Vickie Pullins seconded the motion. Motion carried.

License Renewal – Patty Nesbitt reviewed the license renewal report with the Board. During the last license renewal (license expiration 12/31/2018) there were:

 SLP Renewals 850

 AUD Renewals 143

 Dual Licensee Renewals 3

 Total Renewal 996

 New Licensees as of 03/31/2019 20

 Provisional Licensees 60

 Registered Assistants 8

 Total 1,084

Regulatory Technology – Thentia Regulatory Technology presented their software via Zoom the last week of March to Patty Nesbitt, Joe Richards & Vickie Pullins. The proposed fee from Thentia is $830 per month for 5 years with a renewal after 5 years. All the functions of the Board would be online, including applications, renewals, uploading of documents, online verifications, complaints and would also include a new website. The Board’s current database is not web based, so new applications and, more importantly, license renewals are completed in 4-5 separate steps. The Board requested that Patty Nesbitt have discussions with other similar size boards to see what direction they are planning in the near future. The Board requested a breakdown of time required to process applications & renewals with current methods.

NCSB Sponsorship – A sponsorship of the September 2019 NCSB conference in San Antonio was discussed. Mike Zagarella made a motion to provide a $1500 sponsorship for the conference. Joe Richards seconded the motion. Motion carried.

Board Meeting Minutes

April 4, 2019

Vickie Pullins made a motion to adjourn. Meeting adjourned at 6:00 PM.

Respectfully submitted,

Patricia J. Nesbitt, Executive Director

for

Vickie Pullins, Board Secretary