



WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS

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**Executive Director Monthly Report
December 2017**

- 1. Site Inspections – None.**
- 2. Ethics Investigations and Follow-Up**
 - a. 03-FY-2017
 - b. 14-FY-2017
 - c. 02-FY-2018
 - d. 03-FY-2018
 - e. 04-FY-2018
- 3. Office**
 - a. Expiration Warning E-mails – 532
 - b. Expired Post Cards - 34
 - c. Investigation – 34
- 4. Meetings, Training and events**
 - a. December 1, 2018 - Legislative Report, Complaint Process
 - b. December 4, 2018 – Lunch & Learn, Charleston WV
 - c. December 5-7, 2018 – Hearing Schedule / Prep / ALJ & Court Reporter
 - d. December 8, 2018 – Family Sick Leave
 - e. December 11, 2018 – Jury Duty, Charleston WV
 - f. December 12, 2018 – Family Sick Leave
 - g. December 14, 2018 – Copier Quotes
 - h. December 15, 2018 – Furniture Delivery
 - i. December 22, 2018 – CT Fusion Test
 - j. December 22, 2018 – Jeep Service / New Battery
 - k. December 26-28, 2018 – Annual Report
- 5. Upcoming Meeting and Events**
 - a. March 22, 2018 – Board Meeting, Charleston WV
 - b. March 29-30, 2018 – JRCERT Inspection, Charleston WV
 - c. April 15-18, 2018 – JRCERT Inspection, Wheeling WV
 - d. April 23-24, 2018 – JRCERT Inspection, Logan WV
 - e. April 24-26, 2018 – Cash Management Conference, Roanoke WV
 - f. July 26, 2018 – Board Meeting, Charleston WV
 - g. November 15, 2018 – Board Meeting, Charleston WV