



WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS

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**Executive Director Monthly Report
October 2016**

- 1. Site Inspection Report: None.**
- 2. Ethics Investigations and Follow-Up**
 - a. 18-FY-2014
 - b. 04-FY-2016
 - c. 05-FY-2016
 - d. 03-FY-2017
 - e. 04-FY-2017
- 3. Office**
 - a. Expiration Warning E-mails – 684
 - b. Expired Post Cards Mailed – 32
 - c. Expired Letters to Human Resources – 19
 - d. Continuing Education Audit – 22
- 4. Meetings, Training and events**
 - a. October 3, 2016 – Jeep Serviced, Logan WV
 - b. October 3, 2016 - Safety Committee Meeting, Cool Ridge, WV
 - c. October 4, 2016 – Website updates with Nancy, Huntington, WV
 - d. October 5-7, 2016 – JRCERT Inspection at WVNCC, Wheeling, WV
 - e. October 12, 2016 – wvOASIS KRONOS Training, Charleston WV
 - f. October 13, 2016 – wvOASIS Business Intelligence Training, Charleston WV
 - g. October 13, 2016 – Ethics Committee Meeting, Charleston WV
 - h. October 13, 2016 – Finance Committee Meeting, Charleston WV
 - i. October 20, 2016 – Board Meeting, Charleston WV
 - j. October 21, 2016 – Computer Support, Logan WV
 - k. October 25, 2016 – Lunch and Learn, Flatwoods, WV
 - l. October 26, 2016 – P-Card Coordinator Training, Flatwoods
 - m. October 27, 2016 – Meeting with Board Chair
 - n. October 28, 2016 – Meeting with Board Chair
 - o. October 28, 2016 – 03-FY-2017 Consent Agreement mailed
 - p. October 31, 2016 – First Lab Conference Call / Account set up
- 5. Upcoming Meeting and Events**
 - a. November 1-4, 2016 – CLEAR Basic Training, Richmond VA
 - b. November 9-13, 2016 – WVSRT Conference, Morgantown WV
 - c. November 28, 2016 – Board Meeting, Charleston WV
 - d. November 29, 2016 – Auditor Seminar, Charleston WV