WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS
1124 Smith Street, Suite B-300, Charleston WV 25301
Telephone: (304) 558-4012 Toll Free: (877) 609-9869 Fax: (304) 957-0177
E-mail: rtboard@wv.gov Web Page: www.wvrtboard.org

Executive Director Monthly Report
November 2025

1. **Revenue**

    a. **Total Revenue $22,775.00**

i.	**Renewal Applications –**	**$60 x 295 = $17,700.00**
ii.	**New Applications –**	**$92 x 45 = $4,140.00**
iii.	**Reinstatement Applications –**	**$85 x 11 = $935.00**
iv.	**Temporary Applications –**	**$37 x 0 = $0.00**
v.	**Consent Agreements -**	**$250 x 0 = $0.00**

2. **Expenditures**

    a. **Total Expenses $24,878.52**

i.	**Payroll**	**$13,683.34**
ii.	**Benefits**	**$2,473.32**
iii.	**Expenditures**	**$8,721.86**

3. **November Ending Balances**

    a. **November 2025 - $456,366.58**
    b. **November 2024 - $466,263.23**
    c. **November 2023 - $487,652.73**
    d. **November 2022 - $471.875.23**
    e. **November 2021 - $496,937.90**

4. **Disciplinary Actions**

    a. **05-FY-2024 – Probation / WVPRN Discipline Program**
    b. **07-FY-2024 – Probation / WVPRN Discipline Program**
    c. **09-FY-2024 – WV Intermediate Court of Appeals**
    d. **04-FY-2026 – Ethics Meeting 01/15/2026**

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5. **Duties**

    a. **Boardable Board Management Software**
    b. **Legislative Session**
    c. **Licensing**
    d. **Complaints**
    e. **Office Communications**
    f. **Website**
    g. **Data Management**
    h. **Information Security and Privacy**
    i. **Policies and Procedures**
    j. **Training**
    k. **Payroll**
    l. **Payment of Expenditures via wvOASIS**
    m. **Financial Reconciliation**
    n. **Monthly Financial Reports**
    o. **P-Card Agency Coordinator**
    p. **Budget Administrator**
    q. **Agency Procurement Officer**
    r. **BRIM Coordinator**
    s. **Stakeholder Liaison**

6. **Calendar of Events**

    a. **November 3, 2025 – Preparation of 04-FY-2026 Complaint with Attorney**
    b. **November 5, 2025 – Preparation of Code Revision Highlights with Attorney**
    c. **November 6, 2025 – WVSAO Licensing Board's Annual Meeting**
    d. **November 7, 2025 – Bluefield State Advisory Meeting**
    e. **November 13-15, 2025 – WVSRT Annual Conference**
    f. **November 17-18, 2025 – Bluefield State JRCERT Site Visit**
    g. **November 19, 2025 – University of Charleston Advisory Meeting**
    h. **November 20, 2025 – WVSAO Purchasing Card Coordinator Annual Training**
    i. **November 20, 2025 – Ethics Meeting**
    j. **November 20, 2025 – Board Meeting**

7. **Future Goals**

    a. **Add Radiation Therapy Requirements**
    b. **Add Radiologist Assistants Requirements and Scope**
    c. **Remove Nuclear Medicine Apprenticeship**
    d. **Update All Scopes of Practices**
    e. **Exempt Podiatric Assistants**
    f. **Eliminate Temporary License**