

## WV NURSING HOME ADMINISTRATORS LICENSING BOARD 20. BOX 522

WINFIELD, WEST VIRGINIA 25218: PHONE (304) 586-4070 RAX (304) 586-4079

December 21, 2022

The Honorable Jim Justice State Capitol Building 1900 Kanawha Blvd. East Charleston, WV 25305

Dear Governor Justice:

Re: Annual Report FY2022

In accordance to West Virginia Code §30-1-12(b), I do hereby certify that the following West Virginia Nursing Home Administrator's Eicensing Board FY2022 Annual Report is a true assessment of the activities of the Board.

Respectfully,

Rodney L/Hannah, NHALB Chair

Denise L. Campbell, NHALB Secretary

Cc: Secretary of State
Clerk of the Senate
Clerk of the House of Delegates
Archives and History
Legislative Library

#### **2022 ANNUAL REPORT**



#### WEST VIRGINIA NURSING HOME ADMINISTRATOR'S LICENSING BOARD

13049 Winfield Road Winfield, WV 25213 Physical Address

PO Box 522 Winfield, WV 25213 Mailing Address

Telephone: (304) 586-4070 FAX: (304) 586-4079

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## CURRENT BOARD MEMBERS FY2022

#### **BOARD MEMBERS**

Rodney L. Hannah, Chair 293 Santa Claus Lane Ripley, WV 25271

Dr. Denise Campbell, Secretary 395 Maple Lane Elkins, WV 26241

Dr. M. Raymond Alvarez, Citizen Member 521 Valley Falls Road Fairmont, WV 26554

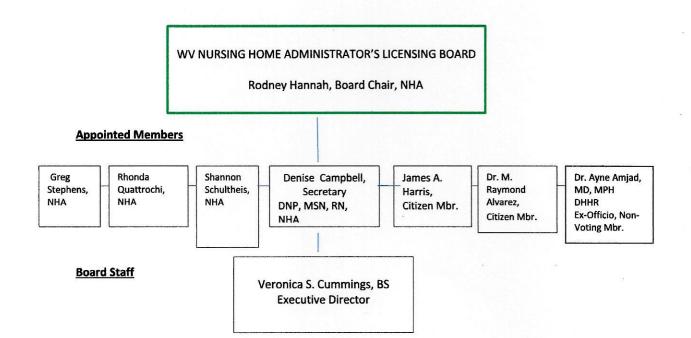
James A. Harris, Citizen Member PO Box 317 Anmoore, WV 26323 Shannon Schultheis, Board Member 180 Blackwater Lane Davisville, WV 26142

Greg Stephens, Board Member 11094 Dupont Road Washington, WV 26184

Rhonda Quattrochi, Board Member 16 Power Road Weirton, WV 26062

Veronica S. Cummings, ED PO Box 595 Winfield, WV 25213

## ORGANIZATION CHART FY2022



## BOARD HISTORY – MISSION STATEMENT FY2022

### West Virginia Nursing Home Administrator's Licensing Board History

The first meeting of the West Virginia Nursing Home Administrator's Licensing Board (WVNHALB) was held on March 22, 1978. Earl L. Fisher, M.D. was elected the first Chairman of the Board.

The newly created Board carried out many of the functions of the current Licensing Board; assuring candidates meet the criteria for licensing, assuring continuing education requirements are met, and approving administrator-in-training applicants and preceptors.

The Board has continued to evolve over the decades due to changes in both federal and state regulations. We have developed close alliances with the National Association of Examiners of Nursing Home Administrators and the American College of Health Care Administrators.

One of the major changes occurred due to federal law that required the Office of Health Facilities Licensure and Certification to report administrators with nursing homes under their direction that receive substandard quality deficiencies during surveys. The Board is responsible for investigating these reports to assure the administrator did not violate any State regulation or any violation of the American College of Health Care Administrator's Code of Ethics. Also, the WVNHALB receives complaints against nursing home administrators received by the public and investigates for violations by the administrator's.

Over the years the Board has developed and enforced regulations that govern the practice of nursing home administration in West Virginia to protect the public good.

The Nursing Home Administrator's Licensing Board may consist of five nursing home administrators, two citizen members, and the Commissioner of the Bureau for Public Health or his/her designee as ex-officio, non-voting member.

The Board meets four times per year to determine candidate eligibility, establish policies, promulgate rules and regulations, develop, impose and enforce standards, investigate complaints and see to disciplinary matters.

**MISSION STATEMENT:** The primary purpose of the Board grounded on law (federal and state) is to protect the public good by developing and enforcing regulations to govern the practice of nursing home administration in West Virginia.

# AGENDAS/MEETING MINUTES FY2022

#### AGENDA May 19, 2022 11 a.m.

#### Call Meeting to Order - Rodney L. Hannah, Board Chair

(Tab 1) Minutes of February 17, 2021 Meeting

(Tab 2) WV Health Care Assoc. - Marty Wright

(Tab 3) Financial Statement/P-Card Purchases

(Tab 4) Applicants by Exam:

Robin Eye Kenneth Maxwell Ursula Perry Shannon Stewart

(Tab 5) Reciprocity Applicants:

Randall Kropp Alyssa Maker-Lawal Cheryl Martin

(Tab 6) AIT Applicant

Valerie Barber

(Tab 7) CEU Request in Lieu of College Credit

Stephanie Compton Mandy Eskew

(Tab 8) SQC #4 FY2022 SQC #2 FY2022

(Tab 9) Office Lease Extended until April 30, 2027

Meeting Adjournment

**NEXT BOARD MEETING: August 18, 2022** 



#### WV NURSING HOME ADMINISTRATORS LICENSING BOARD

P.O. BOX 522

WINFIELD, WEST VIRGINIA 25213

PHONE (304) 586-4070

FAX (304) 586-4079

**MEETING MINUTES** 

May 19, 2022 11 a.m.

(1) Call to Order:

The meeting of the NHAL Board was called to order at

11:00 a.m. by Rodney L. Hannah, Board Chair.

(2) Members Present:

M. Raymond Alvarez, James A. Harris, Rhonda Quattrochi,

Shannon Schultheis, Gregory K. Stephens.

(3) Others Present:

Veronica Cummings, Executive Director and Marty Wright,

**WVHCA** 

(4) Absent:

Denise Campbell, Secretary.

(5) Minutes of February 17, 2022 Meeting:

The minutes of the February 17, 2022 meeting were approved with a motion being made by James A. Harris and seconded

by M. Raymond Alvarez. Motion carried.

(6) Marty Wright, CEO WVHCA:

Marty Wright gave additional information pertaining to the WV Health Care Association becoming an approved CEU provider. Mr. Wright explained that the WVHCA was seeking to be approved as an additional approved vendor and not to replace the one expressly approved vendor, (NAB). The Association works closely with OHFLAC to see what is needed for nursing home administrators and will provide, as in the past, targeted webinars. The offer was further discussed and determined that a two-year probationary period would be in place and capping at ten CEU's, with the WVNHALB retaining the ability to cease approval and/or revisit the WVHCA's presumptive approval each year. Further discussion and plans are to be worked out between the Board and Mr. Wright, CEO of the WVHCA.

(7) CEU Provider Approved:

Upon the departure of Mr. Wright, CEO of the WVHCA, motion was made by Dr. Alvarez and seconded by James A. Harris to approve the WVHCA as an additional approved vendor of continuing education hours for nursing home administrators. Motion carried. Mr. Wright will be notified of the Board's decision.

(8) Financial Statement/ P-Card Purchases: Financial statement from July 1, 2021 thru May 19, 2022, had a beginning balance of \$98,152.49 with expenditures of \$82,712.66 and deposits of \$41,650.00, leaving an account balance of \$57,139.83. Greg Stephens made motion to accept the financial statement with a second by M. Raymond Alvarez. Motion carried.

P-Card expenditures were \$877.75 with James A. Harris making motion to accept the P-Card expenditures, seconded by Shannon Schultheis. Motion carried.

#### (9) Application by Exam:

Robin Eye was approved to sit for exams with a motion made by James A. Harris and seconded by M. Raymond Alvarez. Motion carried.

Kenneth Maxwell was recommended to complete a 1000 hour AIT Program due to not having the administrative experience to sit for exams. Motion was made by Rhonda Quattrochi and seconded by James A. Harris. Motion carried.

Ursula Perry was approved to sit for exams with a motion made by M. Raymond Alvarez and seconded by Greg Stephens. Motion carried.

Shannon Stewart was approved to sit for exams with a motion made by James A. Harris and seconded by M. Raymond Alvarez. Motion carried.

### (10) Reciprocity Applicants:

Randall Kropp was approved to sit for the State exam with motion made by M. Raymond Alvarez and seconded by Shannon Schultheis. Motion carried.

Alyssa Maker-Lawal was approved to sit for the State exam with motion made by James A. Harris and seconded by Shannon Schultheis. Motion carried.

Cheryl Martin was not approved for the State exam due to her Virginia NHA license having expired in March, with a motion made by Greg Stephens and seconded by Shannon Schultheis. Motion carried. Another motion was made by Greg Stephens upon restoration of her Virginia license, Ms. Martin would be approved to take her State exam, seconded by M. Raymond Alvarez. Motion carried.

#### (11) AIT Applicant:

Motion was made by James A. Harris and seconded by Rhonda Quattrochi to approve Valerie Barber for the Fairmont State University AIT Program; with Shannon Schultheis and M. Raymond Alvarez leaving the room prior to the motion. Motion carried pending receipt of the WVCares background check from Stonerise of Clarksburg.

#### (12) CEU Request in Lieu of College Credit:

Stephanie Compton requested that her grad school courses be approved in lieu of the 10 NAB approved hours required for the current renewal period. Having met requirements according to 21CSR1 Rule, James A. Harris made motion to approve, and seconded by Greg Stephens. Motion carried.

Amanda Eskew previously requested CEU renewal credit for courses taken in social work but advised according to 21CSR1 Rule, the courses had to be toward an advanced degree in health care administration.

#### (13) SQC#4 FY2022:

A complaint survey was conducted at Mercer Nursing and Rehabilitation with an exit date of August 19, 2021, and notification from OHFLAC being received March 15, 2022. Upon review of the 2567 deficiency report, plan of correction, and response from the nursing home administrator, the review committee reported that there was no violation of the 21CSR1 rule or the ACHCA Code of Ethics. It was recommended that no action be required by the Board at this time. Motion was made by Gregory Stephens to accept the recommendation by the review committee and seconded by Shannon Schultheis. Motion carried with the review committee not voting.

#### (14) SQC#2FY2022:

It was noted by correspondence from the CEO of Trinity Health Care & Rehabilitation Center, required hours have been completed as outlined in the Consent Agreement and Order previously signed.

Adjournment: With no further business, Rodney L. Hannah adjourned the meeting at 1:05 p.m. with a motion by Gregory K. Stephens and seconded by James A. Harris. Motion carried.

The next meeting is scheduled for August 18, 2022 at 11 a.m. within the Blessed John Pastoral Center.

Respectfully submitted,

Rodney L. Hannah, NHA, Chair

Denise Campbell, NHA, Secretary

### AGENDA February 17, 2022

#### Call Meeting to Order - Rodney L. Hannah, Board Chair

(Tab 1)	Minutes	of November	4, 2021	Meeting
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- (Tab 2) Election of Officers
- (Tab 3) SQC #2 FY2022 Trinity Health Care, Logan, WV, NHA
- (Tab 4) WV Health Care Assoc. Marty Wright
- (Tab 5) FY2022 Financial Statement/P-Card Purchases
- (Tab 6) Applicants by Exam:

Erica Buford, Assistant Admin., Lakin Hospital

Roberta Swan, Field Care Manager, Humana

Dominic Varacallo, VP of Operational Support Guardian Healthcare, Brockway, PA

Dana Gould, CEO, Broaddus Hospital

(Tab 7) Reciprocity Applicants:

Steven Eisenstein – VP of Operations, Autumn Lake Health

Dr. Coleen McCarty, Good Samaritan Franklin

(Tab 8) AIT Applicants

Hannah Moore, Elizabeth Care Center, Preceptor, Gregory Stephens

Jacob Crum, Oak Ridge Complete Care, Preceptor, Joseph Triana

April Jeffreys, The Madison, Preceptor, Jo Peterson

(Tab 9) SQC #3FY2022 Wyoming Nursing & Rehabilitation Center, LLC, Sherry Foltz, NHA

- (Tab 10) Pending Legislation to Address Criminal Liability in Legislative Rules
- (Tab 11) Employee Performance Assessment Changes Div. of Personnel
- (Tab 12) NAB Annual Meeting, June 8-10-22, Chicago, IL/Delegate
- (Tab 13) Items for Discussion

  P-Card Audit 100% FY2017 and FY2021

  HB 2007 Update

  Board meeting starting time

**Meeting Adjournment** 

NEXT BOARD MEETING: May 19, 2022



### WV Nursing Home Administrators Licensing Board

P.O. BOX 522

WINFIELD, WEST VIRGINIA 25213

PHONE (304) 586-4070

FAX (304) 586-4079

**MEETING MINUTES** 

February 17, 2022

11 a.m.

(1) Call to Order:

The meeting of the NHAL Board was called to order at

11:00 a.m. by Rodney L. Hannah, Board Chair.

(2) Members Present:

Denise Campbell, Secretary, M. Raymond Alvarez, James A.

Harris, Rhonda Quattrochi, Shannon Schultheis, Gregory K.

Stephens.

(3) Others Present:

Veronica Cummings, Executive Director and Marty Wright,

**WVHCA** 

(4) Minutes of November 4, 2021 Meeting:

The minutes of the November 4, 2021 meeting were approved with a motion being made by James A. Harris and seconded

by Denise Campbell, Secretary. Motion carried.

(5) Election of Officers:

James A. Harris made motion to retain by acclamation, current Board Chair, Rodney L. Hannah, and Denise Campbell, Secretary.

Gregory K. Stephens, seconded. Motion carried.

(6) SQC #2 FY2022 Trinity Health Care, Logan, WV, NHA: James T. Ragland, NHA, appeared for an interview with the Board to address in further detail the incident that occurred at Trinity Health Care during an OHFLAC complaint survey, with an exit

date of January 28, 2021, and received July 26, 2021.

Upon the conclusion of the discussion, Mr. Ragland thanked the Board for the opportunity to go into further detail of the incident involving a patient and made his departure.

The Board discussed the incident in detail from notes taken, with James A. Harris making a motion to suspend Mr. Ragland's license for six months and complete six additional CEU'S. A motion made By Dr. M. Raymond Alvarez, to amend James A. Harris' motion to

designate the hours taken to be in patient safety and risk

management. Motion carried.

(7) WV Health Care Assoc. Marty Wright: Marty Wright appeared to request approval as a vendor/provider in hosting continuing education that would satisfy the Board's CEU requirements for licensed nursing home administrator's in

West Virginia.

Mr. Wright stated that the Board has the express power to approve other vendors/providers to host continuing education. The West Virginia Health Care Association is seeking to be approved as an additional provider and not to replace the National Association of Boards, (NCERS)

With many positive points that were outlined by Mr. Wright, the Board invited him to the May 19<sup>th</sup> meeting for further details and discussion.

#### (8) Financial Statement/ P-Card Purchases:

Financial statement from July 1, 2021 thru February 15, 2022, had a beginning balance of \$98,152.49 with expenditures of \$57,008.69 and deposits of \$22,747.25, leaving an account balance of \$63,891.05. James A. Harris made motion to accept the financial statement with a second by Shannon Schultheis. Motion carried.

P-Card expenditures were \$565,70 with Gregory K. Stephens making motion to accept the P-Card expenditures, seconded by James A. Harris. Motion carried.

#### (9) Application by Exam:

Erica Buford was approved to sit for exams when her 1000 hours are completed in her current position as Assistant Administrator at Lakin Hospital. Motion made by Rhonda Quattrochi and seconded by Shannon Schultheis. Motion carried.

Roberta Swan was approved to sit for exams, with Dr. Alvarez, recusing himself and leaving the room prior to voting. Gregory K. Stephens made the motion for approval, seconded by James A. Harris. Motion carried.

Dominic Varacallo was approved to sit for exams with a motion being made by Rhonda Quattrochi and seconded by Gregory K. Stephens. Motion carried.

Dana Gould was approved to sit for exams with a motion being made by James A. Harris and seconded by Shannon Schultheis. Motion carried.

#### (10) Reciprocity Applicant:

Steven Eisenstein, having a valid license in Pennsylvania, and New Jersey, was approved to sit for the State Exam with motion made by James A. Harris and seconded by Gregory K. Stephens. Motion carried.

Dr. Coleen McCarty, PHD, having a valid license in South Dakota and Nebraska, was approved to sit for the State Exam with motion being made by Denise Campbell, Secretary and seconded by James A. Harris. Motion carried. Dr. McCarty is serving on a Temporary Permit at Pendleton Manor until licensed.

#### (11) AIT Applicants:

Hannah Moore was approved as an AIT applicant with Gregory K. Stephens recusing himself and leaving the room prior to the vote of approval to serve at the Elizabeth Care Center with Gregory K. Stephens serving as preceptor. Motion was made by Rhonda Quattrochi and seconded by James A. Harris. Motion carried.

Jacob Crum was approved to serve as an AIT at Oak Ridge Complete Care with Preceptor, Joseph Triana with motion being made by Rhonda Quattrochi and seconded by James A. Harris. Motion carried.

April Jeffreys was approved as an AIT applicant through Fairmont State University's Internship Program with Dr. Alvarez recusing himself and leaving the room prior to the vote of approval, with Jo Peterson, Preceptor, Madison Center. Gregory K. Stephens made motion to approve, pending receipt of the WV Cares background check. Shannon Schultheis seconded the motion. Motion carried.

#### (12) SQC#3 FY2022:

An annual recertification survey was conducted at Wyoming Nursing and Rehabilitation with an exit date of June 16, 2021, and notification from OHFLAC being received November 23, 2021. Upon review of the 2567 survey, plan of correction, and response from the nursing home administrator, the review committee reported that there was no violation of the WV21CSR rule or the ACHCA Code of Ethics. It was recommended that no action be required by the Board at this time. Motion was made by Gregory Stephens to accept the recommendation by the review committee and seconded by James A. Harris. Motion carried.

### (13) Legislation Criminal Liability:

It was determined that the NHALB CSR 21 Rule did not have any passages as mentioned that would deal with criminal liability with an e-mail being received as the determination.

#### (14) EPA Changes-DOP:

Division of Personnel has made some changes to the EPA forms. The timeline of evaluations was changed and the evaluation will will be online. It was discussed and recommended that the EPA-3 continue to be used for the time being due to August being the normal evaluation time for the one employee. James A. Harris made the motion with Gregory K. Stephens seconding. Motion carried.

(15) NAB Annual Meeting June 8-10, 2022: Denise Campbell agreed to go as a delegate for the NHALB to the NAB Annual Convention in Chicago, IL, June 8-10, 2022, with expenses being paid by NAB. James A. Harris made a motion to select Denise Campbell, Secretary, as the delegate with a second by Shannon Schultheis. Motion carried.

(16) Items for Discussion:

P-Card Audit - 100% for FY2017 and FY2021

HB 2007 Update — a reintroduction of HB 2007 to terminate Board of Dietitian's, Forester's, Sanitarian's and Hearing Aid Dealers — Rules bundle passed out of Senate Judiciary and is still in the Gov. Organization Committee. It will not be on their agenda unless there are enough votes to move it out of committee.

Board meeting starting time will remain 11:00 a.m. due to the distance of travel time for the members.

Adjournment: With no further business, Rodney L. Hannah adjourned the meeting at 1:55 p.m. with a motion by Gregory K. Stephens and seconded by James A. Harris. Motion carried.

The next meeting is scheduled for May 19, 2022 at 11 a.m. within the Blessed John Pastoral Center.

Respectfully submitted,

Rodney L. Hannah, NHA, Chair

Denise Campbell, NHA, Secretary

#### AGENDA November 4, 2021

11 a.m.

Call to Order:

11:00 a.m. - Rodney L. Hannah, Chair

**Members Present:** 

Denise Campbell, Secretary, M. Raymond Alvarez, James A. Harris, Rhonda Quattrochi, Shannon Schultheis, Gregory K. Stephens,

Absent:

All Present

Others Present:

Veronica Cummings, ED

**Welcome New Board Members** 

(Tab 1) Previous Minutes: August 5, 2021 Meeting

(Tab 2) Financials: Financial Report/P-Card Purchases

(Tab 3) Applicants by Exam:

Jonthan Bolyard

Hannah Moore

Waine Nicholson

(Tab 4) Reciprocity Applicants:

Ronald Berlingo

Terri Rodeheaver

(Tab 5) Emergency Permits Issued:

Jennifer Brooks – Stonerise Belmont (now licensed) Leslie Leake – Fayette Nursing & Rehab Eilish Burner – Sistersville Center Mark Nesland – Autumn Lake Healthcare

(Tab 6) Reduction of CEU's

(Tab 7) FY2022 SQC#1 - Crestview Manor

(Tab 8) FY2022 SQC#2 - Trinity Healthcare of Logan

#### (Tab 9) Items for Discussion:

Auditor's Seminar Attendance – October 26, 2021 – In-person cancelled – information forthcoming to be distributed

P-Card Audit request October 13, 2021 – to be completed October 25, 2021 - update

Consideration of Presumptive Approval status for West Virginia Healthcare Association as a provider of continuing education.



#### WV Nursing Home Administrators Licensing Board

P.O. BOX 522

WINFIELD, WEST VIRGINIA 25213

PHONE (304) 586-4070

FAX (304) 586-4079

**MEETING MINUTES** 

**November 4, 2021** 

11 a.m.

(1) Call to Order:

The meeting of the NHAL Board was called to order at

11:07 a.m. by Rodney L. Hannah, Chair, with the welcoming

of the newly appointed board members,

(2) Members Present:

Denise Campbell, Secretary, M. Raymond Alvarez, James A.

Harris, Rhonda Quattrochi, Shannon Schultheis, Gregory K.

Stephens

carried.

(3) Others Present:

Veronica Cummings, Executive Director

(4) Previous Minutes:

Minutes of August 5, 2021 meeting approved as written with

motion by Gregory Stephens and seconded by Denise Campbell.

Motion carried.

(5) Financial Statement/ P-Card Purchases: Financial statement from July 1, 2021 thru November 1, 2021, had a beginning balance of \$98,152.49 with expenditures of \$29,183.71 and deposits of \$16,297.25, leaving an account balance of \$76,618.78. P-Card expenditures were \$492.94. James Harris made motion to accept the financial statement, and P-Card purchases, seconded by Shannon Schultheis. Motion

-

(8) Application by Exam:

Jonthan Bolyard was approved to sit for exams with a motion being made by Gregory Stephens and seconded by Rhonda

Quattrochi. Motion carried.

Hannah Moore was denied her application to sit for exams based upon not having administrative experience in long term care. It was advised that she complete an administrator-in-training program within a long term care facility, under the direction of a board approved preceptor. Motion was made by Denise Campbell and seconded by James Harris. Motion carried.

Waine Nicholson was approved to sit for exams with a motion being made by Denise Campbell and seconded by Shannon Schultheis with Gregory Stephens opposing. Motion carried.

(9) Reciprocity Applicant:

Ronald Berlingo, having a valid license in Pennsylvania, and serving on a temporary permit at Pierpont Center, was approved to sit for the State Exam with motion being made by James Harris and seconded by Raymond Alvarez. Motion carried.

Terri Rodeheaver, having a valid license in Pennsylvania, and serving on a temporary permit at Stonerise of Kingwood, was approved to sit for the State Exam after Shannon Schultheis recused himself, and left the room. Motion was made for the approval by Denise Campbell and seconded by Rhonda Quattrochi. Motion carried.

(10) Emergency Permits:

Emergency permits were issued for Stonerise Belmont, Fayette Nursing & Rehab, Sistersville Center, and Autumn Lake Healthcare.

(11) Reduction of CEU's:

With the discussion and decision being made based upon the continued surge of COVID-19, motion was made by James Harris and seconded by Shannon Schultheis, to continue the requirement of ten NAB approved hours for the current renewal year of licenses. Motion carried.

(12) SQC#1 FY2022

An annual recertification survey was conducted at Crestview Manor Nursing and Rehabilitation with an exit date of May 20, 2021, and notification from OHFLAC being received July 22, 2021. Upon review of the 2567 survey, plan of correction, and response from the nursing home administrator, the review committee reported that there was no violation of the WV21CSR rule or the ACHCA Code of Ethics. It was recommended that no action be required by the Board at this time. Motion was made by Gregory Stephens to accept the recommendation by the review committee and seconded by James Harris. Motion carried.

**SQC#2 FY2022** 

A complaint survey was conducted at Trinity Health Care of Logan with an exit date of January 28, 2021, and notification from OHFLAC being received July 26, 2021. Upon review of the 2567 survey, plan of correction, and response from the nursing home administrator, it was determined that the nursing home administrator failed to meet regulation 2.24c of WV21CSR rule and also failed to meet Expectation 1 of the ACHCA Code of Ethics. It was determined by the Board to invite the nursing home administrator to the February 17, 2022 meeting for an interview and further questioning on the incident outlined during the complaint survey. The administrator will be contacted concerning the invitation. Motion made by James Harris and seconded by Denise Campbell. Motion carried.

(13) Items for Discussion:

Due to COVID-19, the required Auditor's Conference on November 5, 2021, would not be an in-person event but registration and receipt of handouts would serve as attendance.

A random P-Card audit notice was received with a report of the audit to be received as soon as completed. Update will be at the February 17, 2022 meeting.

Consideration of presumptive approval status for West Virginia Healthcare Association to be a provider of continuing education, an invitation to Marty Wright, CEO, will be extended for the next meeting.

Adjournment: With no further business, Rodney L. Hannah adjourned the meeting at 1:27 p.m.

The next meeting is scheduled for February 17, 2021 at 11 a.m. within the Blessed John Pastoral Center.

Respectfully submitted,

Rodney L. Hannah, NHA

Denise Campbell, NHA, Secretary

#### AGENDA

August 5, 2021 11 a.m.

Call to Order:

11:00 a.m. - Rodney L. Hannah, Chair

**Members Present:** 

Rodney Hannah, Chair, Denise Campbell, Sec.,

Kay Cottrill, Dan Bucher, Joan Armbruster,

**Beverly Jezioro** 

Absent:

Roger Topping

Others Present:

Veronica Cummings, ED

(Tab 1) Employee Eval.

**Executive Session** 

(Tab 2) Previous Minutes:

April 29, 2021 Meeting

(Tab 3) Financials:

End of Year Financial Statement/FY2021

(Tab 4) Applicants by Exam:

Jennifer Brooks, (ADON-meets requirements of 3 yrs.) previously reviewed

Kelley Johnson

Trevor Harman

Patricia Weaver

(Tab 5) Reciprocity Applicants:

Scott Fehr - Current Ohio NHA License

(Tab 6) AIT Applicants:

Eilish Burner - Preceptor, Jo Clare Hanshew, NHA - Madison Center

Jessica Eastridge – Preceptor, George Barker, NHA – Edgewood Summit

Aaron Myers - Preceptor, Matthew Murray, NHA - The Orchards

- (Tab 7) New Board Member Recommendations
- (Tab 8) Required Continuing Education Courses for 2021-22
- (Tab 9) Emergency Permits Issued (2)

#### Agenda (cont.)

- (Tab 10) FY2022#1 Complaint
- (Tab 11) Policy Expired Licenses
- (Tab 12) Policy Non-Renewal of License
- (Tab 13) Policy Meetings of the Board of Directors
- (Tab 14) SQC FY2020#7 Finalize
- (Tab 15) NAB's Mid-Year Meeting October 20-22, 2021 (Monterey, CA) Delegate
- (Tab 16) Items for Discussion:

Auditor's Seminar Attendance - October 26, 2021

Interim Government Organization Committee meeting summary June 8, 2021, Denise Campbell, Secretary/Board Member

**Software Database** 

License Renewals - Lockbox Process



#### WV Nursing Home Administrators Licensing Board

P.O. BOX 522

WINFIELD, WEST VIRGINIA 25213

PHONE (304) 586-4070

FAX (304) 586-4079

MEETING MINUTES August 5, 2021

11 a.m.

(1) Call to Order:

The meeting of the NHAL Board was called to order at

11:05 a.m. by Rodney L. Hannah, Chair

(2) Members Present:

Denise Campbell, Secretary. by phone, Dan Bucher, Beverly

Jezioro, Kay Cottrill, Dan Bucher

(3) Others Present:

Veronica Cummings, Executive Director

(4) Members Absent:

Roger Topping

(5) Employee Evaluation:

Kay Cottrill made a motion to go into executive session to begin employee evaluation and seconded by Dan Bucher. Veronica S.

Cummings, Executive Director, left the room.

At the conclusion of the employee evaluation by the Board, Dan Bucher made motion to go out of executive session, with a second by Kay Cottrill. Veronica S. Cummings, Executive Director was called back into the room with the discussion of

the evaluation at the conclusion of the meeting.

(6) Previous Minutes:

Minutes of April 29, 2021 meeting approved as written with motion by Dan Bucher and seconded by Joan Armbruster.

Motion carried.

(7) Financial Statement/ P-Card Purchases: Financial statement from July 1, 2021 thru June 30, 2021 had a beginning balance of \$101,979.20 with expenditures of \$96,823.96 and deposits of \$92,997.25, leaving an account balance of \$98,152.49. P-Card expenditures were \$1,421.67. Joan Armbruster made motion to accept the financial statement,

seconded by Beverly Jezioro. Motion carried.

(8) Application by Exam:

Jennifer Browning Brooks, having been previously reviewed, met experience requirements as ADON of 3 years, with motion being made by Joan Armbruster to approve to sit for exams and

seconded by Kay Cottrill. Motion carried.

Kelley Johnson was approved to sit for exams with a motion being made by Kay Cottrill and seconded by Dan Bucher.

Motion carried.

Trevor Harman, having met requirements for AIT completion with Fairmont State University, within Fairmont Healthcare & Rehabilitation, Romney, WV, Michelle Smith, Preceptor;

(Application by Exam cont.)

with Dan Bucher making motion to approve and seconded by Beverly Jezioro. Motion carried.

Patricia Weaver was approved to sit for exams with a motion being made by Dan Bucher and seconded by Beverly Jezioro. Motion carried.

(9) Reciprocity Applicant:

Scott Fehr, having a valid license in Ohio, and serving on a temporary permit at New Martinsville Center, was approved to sit for the State Exam with motion being made by Kay Cottrill and seconded by Joan Armbruster. Motion carried.

(10) AIT Applicants:

Eilish Burner was approved as an AIT at Madison Center, Jo Peterson, Preceptor, with a motion being made by Joan Armbruster and seconded by Dan Bucher. Motion carried.

Jessica Eastridge was approved as an AIT at Edgewood Summit, George Barker, Preceptor, with a motion by Kay Cottrill and seconded by Joan Armbruster. Motion carried.

Aaron Myers was approved as an AIT at The Orchards, Matthew Murray, Preceptor with a motion made by Kay Cottrill and seconded by Beverly Jezioro. Motion carried.

(11) Board Member Recommendations: Several names were discussed for recommending potential board members to be submitted to the Governor for consideration. Potential names to be submitted to the Governor consisted of two lay members and three members who were willing to serve the citizens of West Virginia and continue to hold standards high in meeting the goals of the Nursing Home Administrators Licensing Board.

(12) Continuing Ed Hours:

The twenty required continuing education hours will be resumed for this renewal year with motion made by Joan Armbruster, seconded by Beverly Jezioro. Motion carried.

(13) Emergency Permits:

Emergency Permits were issued for Pineview Nursing & Rehabilitation Center in Harrisville, WV for 6 months and Crestview Manor Nursing & Rehabilitation Center, Jane Lew, WV for 3 months.

(14) FY2022 #1 Complaint:

A complaint was received from 14 members of the nursing staff from the WV Veteran's Nursing Facility on July 15, 2021 regarding the interim nursing home administrator. There was no specific complainant to respond to as no specific name was given on a signature page attached to the complaint. According to the review committee, there were no date of the events and no name

of any person who may have seen the person after the alleged incident.

After review of the complaint, the review committee's recommendation is that the complaint is under the purview of the Office of Health Facility Licensure and Certification and that the complaint be forwarded to that office.

Should the Office of Health Facility Licensure and Certification investigate this complaint, and forward a SQR to the WVNHALB, the review committee would revisit the complaint at that time.

Joan Armbruster made a motion to accept the review committee's recommendation with a second by Beverly Jezioro. Motion carried with the review committee abstaining.

#### (15) WV 21 CSR Rule Clarification:

A Policy for Non-Renewal of License, and New Applicant Status were written by Roberta Kay Cottrill to clarify the WV 21 CSR Rule on inactive status and failure to renew a previous active license. Motion was made by Beverly Jezioro and seconded by Joan Armbruster. Motion carried. Copies of the policies will be placed on the Board's website.

### (16) Scheduled Board Meetings:

Meetings being offered virtually, or by conference call, attendance by these means would constitute presence at the meeting with there being four regularly scheduled meetings each calendar year on the third Thursday of February, May, August and November. The schedule may change based on precedent and the agency's need at any particular time upon notice to members by the Chairperson or by a majority of the Board, at least five days prior to the meeting date. Beverly Jezioro made motion to accept the policy for scheduled meetings and seconded by Joan Armbruster. Motion carried.

#### (17) SQC FY2020#7:

Pending any further information from the Office of Health Facility Licensure and Certification prior to June 10, 2021, Dunbar Center survey will be finalized with a motion by Dan Bucher and seconded by Kay Cottrill. Motion carried.

(18) Items for Discussion:

The Auditor's Seminar attendance has not been determined but will be tentatively planned for October 26, 2021 with additional information forthcoming.

Denise Campbell, Secretary, and Veronica Cummings, ED, attended the post audit meeting with the Interim Government Organization Committee at the Capitol on June 8, 2021. A summary was given for each agency that had been audited for fiscal year 2021. Copies of the audit are available upon request and are on the website of the Legislature. After the audit summary was given, there were no specific questions asked of Denise Campbell or Veronica Cummings by the Committee or those in attendance.

It was determined by Veronica Cummings, ED, that due to the cost factor for purchasing and maintaining the database through Certemy to verify a license that would allow the public to verify a license, the Treasurer's Office could offer this service free of charge. Further information will be available at a later date.

The Treasurer's Office will be handing all deposits for the Board that will allow for fraud control and ease of payment for all licensees and applicants. The Lockbox process is encouraged by the State Auditor's Office for all agencies.

Adjournment: With no further business, Rodney L. Hannah adjourned the meeting at 12:27 p.m.

The next meeting is scheduled for November 4, 2021 at 11 a.m. within the Blessed John Pastoral Center.

Respectfully submitted,

Rodney L. Hannah, NHA/Chair

Denise Campbell, NHA, Secretary

## FY2022

#### NURSING HOME ADMINISTRATOR'S LICENSING BOARD Financial Statement July 1, 2021 thru June 30, 2022 FY2022

Item Name	Total
Payroll	\$66,862.00
Annual Increment/\$480 pd. end of FY	540.00
Personnel Fee (\$50 per quarter)	200.00
Workers Compensation (0.47%)	314.25
Social Security Matching (7.65%)	5,114.94
Board Member Per Diems @ \$150 per	
meeting	4,950.00
Social Security Matching (Board)	378.67
Board Member Travel to Meetings	3,468.10
OPEB Per Month - *\$116	1,256.00
Pension & Retirement (14%) Non-Member	0.00
NAB Association Dues (\$1,500 Annual) Jan.	1,500.00
Office Rent (\$600)	7,200.00
Utilities/AEP/Water/Sewer	1,357.42
Web Service/Server	1,147.50
P-Card (Postage, Office Supplies, Ink Office Sup.)	1,734.45
Misc. (Refunds, Credits)	0.00
Office & Comm./Frontier/Equip. Repairs	793.41
Legal Expenses	825.00
Meeting Room Accommodations	400.00
PEIA Adm. Fee (\$50 end of FY)	50.00
WVOT Fees (\$88.46 mo.)	1,061.52
TOTAL EXPENDITURES	\$99,183.26

Beginning Balance (July 1, 2021)	98,152.49
Revenue Deposits July 1, 2021-June 30, 2022	96,868.51
Balance	195.021.00
Expenditures	\$ 99,183.26
Final Ralance	\$ 95,837.74

OPEB rate changed from \$116.00 per month to \$48.00 per month, per employee, effective February 1, 2022.

# SUBSTANDARD CARE NOTICES/COMPLAINTS FY2022

## NURSING HOME ADMINISTRATORS LICENSING BOARD Annual Report Fiscal Year 2022

The Nursing Home Administrators Licensing Board received six Substandard Quality of Care Notices by the Office of Health Facility Licensure and Certification Office (OHFLAC).

#### **POLICY-Substandard Care Deficiencies (Amended)**

As a result of sections 1819(a), (b), (c), (d), and 1919(a), (b), (c), and (d) of The Social Security Act, state survey agencies like the West Virginia Department of Health and Human Resources (DHHR), Office of Health Facility Licensure and Certification (OHFLAC)- are required to advise state boards responsible for licensing nursing home administrators when a Medicare/ Medicaid certified nursing facility is cited for deficiencies which constitute substandard quality of care. Inasmuch as there are no further directives for interpretation as to how state licensing boards will manage such notifications, it is the prerogative of each state <sup>t</sup>s board to define its policy.

In view of the aforementioned circumstance, effective September 8, 2005, it will be the policy of the West Virginia Nursing Home Administrators Licensing Board to pursue the following plan in discharging its duties:

- Upon notification from OHFLAC, a certified letter will be sent to the administrator of record\* for the facility alleged to have offered substandard quality of care indicating same and requesting a response from the administrator to each of the allegations. The administrators reply must be post marked no later than thirty (30) days after receipt of the board's letter.
- 2. Upon receipt of the response from the administrator and within ninety (90) days of the day the board receives notification from OHFLAC, under the direction of the chair of the West Virginia Nursing Home Administrators Licensing Board, an assessment by staff, members of the board, a hearing officer, and/or a representative from the Attorney General's Office will be made of all documents received (i.e., HCFA-2567 Statements of Deficiency and Plans of Correction, and the administrators response, etc.). From that point a brief written assessment of the facts will be made and filed with the chairman of the board indicating whether or not it is believed nursing home administrator licensing regulations were violated. If the written assessment establishes that the nursing home administrators licensing regulations were violated, the chair of the board will be responsible for seeing that an interview is scheduled with the administrator to assess his/her knowledge and soundness of judgement in being able to adequately discharge the functions of a nursing home administrator (NHA). If it is shown by a preponderance of the evidence that nursing home administrator licensure rules were violated, a written order with findings of fact and conclusions of law will be sent to the administrator with a copy filed in the person's record defining the course of action that will follow. Likewise, if it is shown by a

preponderance of the evidence that there were no violations of nursing home administrator licensure rules, a letter will be sent to the administrator so advising with a copy of the correspondence to be retained in the licensee's file.

3. Related to the aforementioned point and establishment of grounds for potential action against a nursing home administrator for violation of nursing home administrators licensure rules, with legal guidance, ie., the West Virginia Attorney General's Office, private counsel, etc., section 6.1 of Title 212 legislative rule effective July 3, 2003 will be implemented pertinent to suspension, revocation, hearing, and judicial review. Final disposition of the review will be completed as quickly as possible but not to exceed 150 days from date of the first notification of substandard quality of care by the OHFLC. Proceedings in regard to final disposition will be made in the record and retained in the board's file for the NHA under review.

If within twenty-four months of first being advised by the OHFLAC a second notice is received by the Nursing Home Administrators Licensing Board alleging substandard quality of care in a facility under the direction of the <u>same</u> licensed nursing home administrator, within the <u>same</u> time lines as previously described, at the direction of the chair of the board; the board will conduct a second interview on the issue of substandard quality of care. Facts from the first review will be revisited along with all new allegations of repeat deficiencies. The process identified in previous points 2 and 3 will be replicated relative to section 6.1. Final disposition of the board's action will be recorded and retained in appropriate INHA and/ or board files.

From the time the West Virginia Nursing Home Administrators Licensing Board is first advised by OHFLAC of alleged substandard quality of care in a West Virginia licensed nursing facility, all correspondence and records pertinent to the administrator and/or administrators in question will be retained for thirty months. During this period, if follow up reviews by OHFLAC do not result in subsequent referrals to the Nursing Home Administrators Licensing Board for matters of substandard quality of care, the board at its discretion may order cases closed with files destroyed, If this occurs, such action will be considered at a duly called board meeting with the decision recorded in board minutes.

• If the administrator of record has been at the facility for less than one year, the previous administrator of record will also be contacted to address in writing each allegation of substandard quality of care.

#### WEST VIRGINIA NURSING HOME ADMINISTRATOR'S LICENSING BOARD

#### Fiscal Year 2022

#### July 1, 2021 thru June 30, 2022

Substandard Quality of Care Notices - Office of Health Facility Licensure and Certification (OHFLAC)

**FY2022 SQC #1 – Crestview Manor** received from OHFLAC July 22, 2021. Upon review of the substandard quality of care deficiencies, the 2567's with plans of correction, and the written response from the nursing home administrator, it was determined at the November 4, 2021 meeting, that there was no violation of WV 21 CSR rules or the ACHCA Code of Ethics. Closed.

**FY2022 SQC #2 – Trinity Health Care of Logan** received from OHFLAC July 23, 2021. Upon review of the substandard quality of care deficiency, the 2567's with plans of correction, the written response from the nursing home administrator and an in-person interview by the Board at the February 17, 2022 meeting, the following was determined: Upon review and discussions at the conclusion of the interview with the nursing home administrator, it was voted upon to suspend the license of the administrator for six months in addition to taking six hours of continuing education courses specifically in resident care, safety and risk management in addition to the required renewal hours. A Consent Agreement and Order was signed on March 28, 2022 by the administrator. Closed September 28, 2022.

**FY2022 SQC #3 – Wyoming Nursing & Rehabilitation Center, LLC** received from OHFLAC November 23, 2021. Upon review of the substandard quality of care deficiencies, the 2567's with plans of correction, and the written response from the nursing home administrator, it was determined at the February 17, 2022 meeting, that there was no violation of WV 21 CSR rules or the ACHCA Code of Ethics. Closed.

**FY2022 SQC #4 – Mercer Nursing & Rehabilitation Center** received from OHFLAC March 15, 2022. Upon review of the substandard quality of care deficiency, the 2567's with plans of correction, and the written responses from the nursing home administrator and the previous nursing home administrator; it was determined at the May 19, 2022 meeting, that there was no violation of WV 21 CSR rules or the ACHCA Code of Ethics. Closed.

**FY2022 SQC #5 – Maples Nursing Home** received from OHFLAC April 22, 2022. Upon review of the substandard quality of care deficiency, the 2567's with plans of correction, the written response from the nursing home administrator and a phone interview, it was determined at the November 2, 2022 meeting, that there was no violation of WV 21 CSR rules or the ACHCA Code of Ethics. Closed.

**FY2022 SQC #6** —**Riverside Health & Rehabilitation Center** received from OHFLAC April 22, 2022. Upon review of the substandard quality of care deficiency, the 2567's with plans of correction. The written response from the nursing home administrator, it was determined at the August 18, 2022 meeting, that there was no violation of WV 21 CSR rules or the ACHCA Code of Ethics. Closed.

## WEST VIRGINIA NURSING HOME ADMINISTRATOR'S LICENSING BOARD FISCAL YEAR 2022

## **COMPLAINTS (1)**

July 15, 2021, a written complaint, FY2022 #1C, was received for the West Virginia Veteran's Nursing Facility in Clarksburg, West Virginia, regarding the interim nursing home administrator.

There was no specific complainant to respond to as no specific name was given on a signature page attached to the complaint. The complaint was received from 14 members of the nursing staff. According to the review committee, there were no dates of the events and no name of any person who may have seen the person after the alleged incident.

Upon review of the complaint, the review committee's recommendation was that the complaint is under the purview of the Office of Health Facility Licensure and Certification and the complaint was forwarded to that office.

Should the Office of Health Facility Licensure and Certification investigate this complaint, and forward a SQR to the WVNHALB, the review committee would revisit the complaint at that time. The Board accepted the review committee's recommendation, with the review committee not voting.

## LICENSES, PERMITS ISSUED FY2022

## GOVERNOR'S ANNUAL REPORT NURSING HOME ADMINISTRATOR'S LICENSING BOARD FY2022 – Licenses & Permits Issued 7/1/21 thru 6/30/22

License or Permit	Number Issued
New NHA Licenses Issued	17
Renewal Licenses	222
Administrator-in-Training Permits	6
Temporary Permits	6
Emergency Permits	13
*Inactive Licenses (May be activated at any time With required continuing education hours)No renewal fee until reactivated.	29

### License Fees:

New licenses - \$600.00

Renewal of licenses - \$300.00

AIT Permit - \$600 with no additional fee required upon completion of NHA licensure

Temporary Permit - \$300.00

Emergency Permit - \$300.00

## CURRENT LICENSEES FY2022

# Administrators

Select 6196	Select 3169	Select 6180	Select 6101	Select 6034	Select 5701	Select 5816	Select 6188	Select 6100	Select 6107	Select 3163	Select 6176	Select 5825	Select 6120	Select 6144	Select 6129	Select 6169	Select 3237	Select 6182	Select 6118	Select 6066	Select 6174	Select 5658	Select 6031	Select 3153	Select 5856	FA
onthan	9 Pamela	30 Julie	)1 Frank	34 Tammy	)1 Debra	6 Christina	88 Ronald	00 Tabitha	)7 Jody	53 Dorlan	76 Joshua	25 George	0 Megan	4 Nicole	9 Staci	69 Amanda	37 Sonia	32 Christopher	8 Shellie	66 Christie	74 Nicole	8 Tanatha	1 Patrick	3 Deatra	6 Ashley	FACID FN
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Bolyard	Blankenship	Bishop	Bibbee	Beveridge	Bess	Bernstein	Berlingo	Berg	Beall	Baughman	Barnette	Barker	Barbour	Banzhoff	Banton	Ball	Bailey-Gibson	Bailey	Bailey	Bailey	Anderson	Amos	Airson	Adkins	Adkins	LNAME
PO Box 381	111 Pine Park Pl	224 Mercer Street	282 Big Ben Road	173 Rich View Drive Apt. 644	202 Creek Side	50 Beechwood Dr.	89 Lavista Drive	34 Magellan Drive	314 McMillion Dr.	389 Woodmen Lane	266 Falling Water Lane	407 Mercury Road	1719 Dana Street	302 Drewery Lane	229 Shady Oak Lane	119 Central Ave.	2111 Hillary Drive	416 S. Lynne Avenue	PO BOX 11	1609 Hilltop Drive	46392 SR 556	8930 Windy Ridge Road	12834 Maysville Williams Road	6216 Brenda Ct.	6216 Brenda Ct.	ADD1
				Inactive									Inactive						1				Inactive			ADD2
Masontown	Beckley	Beckley	Ravenswood	Kingwood	Fayetteville	Berkeley Springs	Morgantown	Martinsburg	Summersville	Napier	Morgantown	South Charleston	Crofton	Falling Waters	Lewisburg	Logan	Morgantown	Somerset	Pipestem	Princeton	Beallsville	Sandyville	Logan	Huntington	Huntington	CITY
Preston	Raleigh	Raleigh	Jackson	Preston	Fayette	Morgan	Monongalia	Berkeley	Nicholas	Braxton	Monongalia	Kanawha	Anne Arundel	Berkeley	Greenbrier	Logan	Monongalia	Somerset	Summers	Mercer	Monroe	Jackson	Logan	Cabell	Cabell	COUNTY
WV ;	WV	WV :	WV :	WV :	WV :	WV ;	WV :	WV :	WV ;	WV ;	WV :	WV :	MD :	WV :	WV :	WV :	WV :	PA :	WV :	WV ;	' HO	WV :	оH ,	WV :	WV :	STATE

III / I	Dutnom	Hurricane		330 Mill Road	Cook	Mariah Nicole	0-1-1-1-1
KY	Boyd	Ashland	Inactive	418 West Central Avenue	Cook	Stacey	Select 6122
AN	Clark	Las Vegas		PO Box 232189	Conaway	David	Select 3189
WV	Mercer	Princeton		205 Wallingford Rd.	Compton	Stefanie	Select 6089
WV	Marshall	Glen Easton		248 Williams Hill Rd.	Colombo	Mary Christine	Select 6053
WV	Nicholas	Summersville		101 Ash St.	Cogar	Bonnie	Select 5669
WV	Tucker	Thomas		P.O. Box 203	Clevenger	Beth	Select 3187
ОН	Meigs	Racine	Inactive	32014 Minersville Road	Cleland	Stephanie	Select 5797
WV	Summers	Rainelle	FY2023 Lic.	1303 Sewell Street	Clay	Stephanie	Select 6203
WV	Doddridge	c. West Union	FY2023 Lic.	93 Sugar Run Road	Chipps	Jennifer	Select 6214
WV	Raleigh	Beaver		3919 Grandview Rd.	Chapman	Brian	Select 5715
WV	Raleigh	Beckley	Inactive	117 Willowwood Road	Chapman	Juanita	Select 6119
WV	Tyler	Sistersville		305 Cemetery Road	Chadock	Brandon	Select 6143
ОН	Dorchester	Reedsville		41160 St. Rt. 7	Castor	Shannon	Select 6077
WV	Marion	Fairmont		57 Mudlick Run Road	Cason	Samantha	Select 6131
ОН	Galia	Vinton		46400 SR-160	Carter	Linda Sue	Select 6084
WV	Kanawha	Charleston	Inactive	3194 Walker Dr.	Cantrell	Connie	Select 3613
WV	Randolph	Elkins		395 Maple Lane	Campbell	Denise	Select 5640
WV	Monongalia	Morgantown		102 South Harwich Circle	Byers	Kathy Ann	Select 6049
WV	Marshall	Wheeling		1025 Market Street Apt. 710	Burner	Eilish	Select 6199
VA	Loudoun	Lovettsville		47 Cooper Run Road	Bullock	Ashlee	Select 6076
WV	Randolph	Harman		P.O. Box 261	Bucher	Joseph	Select 3176
ip MI	Heath Township MI	Hamilton	Inactive	4174 Meyer Drive	Bucher	Jason	Select 5762
VA	Mercer	Bluefield		Sedgewood Townhouse #14	Buchanan	Keith	Select 5704
WV	Wood	Vienna		505 25th Street	Brooks	Jennifer	Select 6187
KY	Metcalfe	Edmonton		4615 Tompkinsville Rd.	Brooks	Cody	Select 6137
ОН	Scioto	Wheelersburg		566A Wheelers Mill Road	Brisker	Geoffrey Hugh	Select 6171
WV	Calhoun	Mt. Zion		1740 Barnes Run Road	Brenneman	Julie	Select 5748
WV	Harrison	Clarksburg		1805 N. 20th St.	Bramer-Dixon	Rebecca	Select 5839
WV	Fayette	Ansted		45 Walnut St.	Bragg	Aimee	Select 5824
WV	Raleigh	Beckley		133 Ringleben St.	Booker	Angela	Select 3171
WV	Harrison	Fairmont		1 Cacapon Circle	Bonasso	Angela	Select 6156

WW	Mercer	Princeton	619 Old Pisgah Road	Fink	Pamela	Select 5771
ОН	Meigs	Racine	44422 Yost Road	Findley	Mary	Select 3227
WV	Mercer	Princeton	610 Leah Dr.	Fife	Matthew	Select 5779
WV	Fayette	Fayetteville	19 Kitchen Lane	Ferrell	Mary	Select 3225
ОН	Belmont	St. Clairsville	113 Pinecrest Drive	Fehr	Scott	Select 6185
VW	Kanawha	Charleston	1585 Virginia Street East	Farley	Shawn	Select 6141
WV	Monongalia	Morgantown	3457 Smithtown Road	Farinacci	Marcy	Select 6105
WV	Randolph	FY2023 Lic. Montrose	118 Shavers Fork Road	Eye	Robin	Select 6217
VW	Grant	Maysville	1130 High Knob Farm Road	Evans	Kari	Select 6083
WV	Cabell	Huntington	14 Hunting Bow Trail	Eskew	Amanda	Select 6170
WV	Fayette	Cannelton	P. O. Box 277	Elliott	Helen Lynn	Select 5737
WV	Randolph	Beverly	7786 Georgetown Road	Eidell	Shasta	Select 3216
WV	Randolph	Beverly	P.O. Box 434	Eidell	Linlee	Select 3215
ОН	Meigs	Pomeroy	45262 Baum Addition	Edwards	Angela	Select 5838
VW	Kanawha	Cross Lanes	5109 Briar Meadow Dr.	Eddy	Shawn	Select 3212
WV	Monongalia	Morgantown,	130 Open Ridge Road	Eberhart	Eric	Select 5732
WV	Kanawha	FY2023 Lic. Charleston	632 Kanawha Blvd. West	Eastridge	Jessica	Select 6206
WV	Kanawha	Elkview	305 Tyree Circle	Dunigan	Jason	Select 5876
WV	Kanawha	Tornado	Dorsey-Dunlap 113 Pinehurst Drive	Dorsey-Dunl	Shannon	Select 6157
WV	Monongalia	Morgantown	342 Wilson Ave.	Donnelly	Phillip	Select 5695
WV	Harrison	Mt. Clare	7886 Buckhannon Pike	Dolan	Tricia Calemine Dolan	Select 6028
VW	Raleigh	Fayetteville	401 Whispering Lane	Dempsey	Brooke	Select 6114
WV	Lincoln	Harts	45 Hoss Hill Road	Dawson	Lora	Select 5829
WV	Ohio	Wheeling	9 Oakmont Road	Dakovic	George	Select 3206
WV	Monongalia	Inactive Morgantown	4323 Fairmont Road	Cutlip	Sarina	Select 6096
VW	Fayette	Ansted	20473 Midland Trail	Crist	Joshua	Select 6150
WV	Marion	Fairmont	2134 East Grafton Road	Crandall	Michele	Select 5846
WV	Summers	Hinton	9234 Judson Rd.	Cox	Shelda	Select 5844
PA	Washington	Canonsburg	472 Ironwood Drive.	Couch	Dr. George	Select 5631
WV	Harrison	Lost Creek	2159 River Bend Road	Cottrill	Roberta Kay	Select 3198
ОН	Wood	Perrysburg	2421 Darcey Ct.	Costello	Gregory	Select 3197
WV	Cabell	Huntington	5197 Altizer Ave.	Cooper	Cindy	Select 5685

Select 5753	Select	Select 6130	Select 6109	Select 3250	Select 6186	Select 6056	Select 6036	Select 5747	Select 3248	Select 6097	Select 5728	Select 5837	Select 3245	Select 5780	Select.	Select 6213	Select 5709	Select 6205	Select 6027	Select 6051	Select 5724	Select 6189	Select 6078	Select 6099	Select 6115	Select 3231	Select 3233	Select 6032	Select 6060	Select 6091	Select 3229
5753	6132	6130	6109	3250	6186	6056	6036	5747	3248	6097	5728	5837	3245	5780	5857	6213	5709	6205	6027	6051	5724	6189	6078	6099	6115	3231	3233	6032	6060	6091	3229
Michael	Teiranee	Jacob	Pamela	Beth	Trevor	Jeffrey M.	Nathan	Jo Clare	Rodney L.	Trista	Sue	Pauline	Kathy	Charles	Jeffrey	Dana	Michael D.	Ashley	Brandon	Cynthia	Steven	Dominique	Faith	Dorothy	Pamela Brooke	James D.	Scott	Jessica	Tanya	Sherry A.	Linda
Herald	Henry	Helman	Hedrick	Harris	Harman	Harkins	Hanshew	Hanshew	Hannah	Hamrick	Hampson	Haines	Haddon	Griffith	Grewell	Gould	Gore	Gooch	George	Garinger	Gardner	Fusco Davis	Funderburk	Frazier	Francis	Fox	Fox	Fowler	Ford	Foltz	Fisher
90 West 34th Street	5019A Jonquil Drive	682 National Avenue	33 Lorentz Lane	80 Bolton Lane	209 Mauzy Drive	22 Twin Oaks Drive	8415 Williamsburg Rd.	18689 Midland Trail	293 Santa Claus Lane	139 Main Street PO Box 289	1191 Scenic Lane	219 Jefferson Street	113 Don Street	416 Ridge View Drive	47249 Township Road 204	170 Holly Etta Heights	4 Bartlett Street	212 Pleasant Street	3 William Penn Street	815 Poplar Street	1325 Valentine Circle	296 Kimberly Circle	139 Sable Point Drive	PO Box 636	3260 Dragon Highway	786 Rodgers Road	119 Eton Drive	1707 Four Mile Rd.	80 Cumbo Ridge	PO Box 776	4872 Woods Edge Lane
																FY2023 Lic.		FY2023 Lic.	2		Inactive										
Belle	Charleston	Winchester	Buckhannon	Fairmont	Petersburg	Huntington	Frankford	Ansted	Ripley	Harman	Ridgeley	Moorefield	Follansbee	Berkeley Springs	Coshocton		Milton	Mannington	Uniontown	Kenova	Nitro	Fairmont	Hurricane	Branchland	Cameron	Chester	Pittsburgh	Charleston	Oak Hill	Oceana	Morgantown
Kanawha	Kanawha	Frederick	Upshur	Marion	Grant	Cabell	Greenbrier	Fayette	Jackson	Grant	Mineral	Hardy	Brooke	Berkeley	Coshocton	Barbour	Cabell ·	Marion	Fayette	Wayne	Kanawha	Marion	Putnam	Lincoln	Marshall	Hancock	Allegheny	Kanawha	Raleigh	Wyoming	Monongalia
WV	WV	VA	WV	WV	WV	WV	WV	WV	WV	WV	WV	WV	WV	WV	ОН	WV	WV	WV	PA	WV	<u>سر</u>	WV	WV	WV	WV	WV	PA	WV	WV	WV	WV

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South Char	South Charleston
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Inactive Bridgeport	
Inactive Hurricane	
Gallipolis	Gallipolis
Inactive Avella	
Union	Union
Huntington	Huntington
Morgantow	Morgantown
FY2023 St. Albans	
Inactive Beckley	
Hurricane	Hurricane
FY2023 Lic. Morgantow	
Wheeling	Wheeling
Ansted	Ansted
Charleston	Charleston
Fraziers Bo	Fraziers Bottom
Craigsville	Craigsville
Huntington	Huntington
FY2023 Lic. Huntington	Lic.
FY2023 Lic. Sterling	Lic.
Hurricane	Hurricane
Morgantow	Morgantown
Fayetteville	Fayetteville
Fayetteville	Fayetteville
Oakland	Oakland
Columbus	Columbus
Mt. Nebo	Mt. Nebo
Morganiown	

Select 6121	Select 5761	Select 5630	Select 5827	Select 5875	Select 3311	Select 6093	Select 6058	Select 5773	Select 6059	Select 5699	Select 6043	Select 6195	Select 5822	Select 5794	Select 6147	Select 3301	Select 3333	Select 6201	Select 5865	Select 6127	Select 6202	Select 3196	Select 5696	Select 6142	Select 3285	Select 3286	Select 5622	Select 5801	Select 6110	Select 6200
21 Haley	61 Anthony	30 Judith	7 Kimberly	75 Diane	1 Michael	3 Jay Michael	78 Tomi	73 Thomas	79 Thomas	9 Teresa	13 Robert	5 Dr. Coleen	22 James	24 Christopher	17 Amy	)1 Joseph	3 Nancy	)1 Cheryl	65 Christopher	27 Jennifer	)2 Alyssa	6 Michele	6 Patty	12 Mark	35 Alvin	6 Karen	22 Anthony	)1 Crystal	0 Michelle	0 Randall
Moore	Mollica	Mohr	Mitchell	Miller	Miller	Miller	McMillian	McGraw	McCracken	McCormick	McClintic, II	McCarty	McBurney	McBee	Maxwell	Mason	Mason	Martin	Marshall	Marrs	Maker-Lawal	Magnus	Lucas	Lubic	Lawson	Lawson	Larson	Larson	Lane-Gaydos	Kropp
728 Glenridge Road	74 Monroe Dr.	2328 Miletus Road	6526 Roosevelt Avenue	74 Elmwood Drive	1 Millers Landing	1972 Ashby Ridge Road	17 Brentwood Circle	P.O. Box 667	23 Ridgewood Avenue	589 Ridge View Hill Road	2152 Pocahontas Trail	2908 West 37th Circle #306	2699 Trace Fork Road	40 Summit Drive	12839 Lime Kiln Road	58 Knotty Pine Way	56 Holden Dr.	289 Thomason Lane	450 Blackberry Ridge Drive	1231 Augusta Street	85 Silver Maple Ridge, Apt. #5	81 Cedar Hill Drive	261 Buckhorn Street	PO Box 146	707 Hillcrest Dr.	707 Hillcrest Dr.	168 Pine Valley Drive	168 Pine Valley Drive	22395 South Calhoun HWY	120 Galen Hedrick Road
	Inactive									Inactive		Inactive						FY2023 Lic.			FY2023 Lic.				, i			Inactive		FY2023 Lic.
Charleston	Russel	Salem	Charleston	Triadelphia	Parkersburg	Parkersburg	Nitro	Smithers	Wheeling	Jane Lew	White Sulphur Springs Greenbrier	Sioux Falls	South Charleston	Williamstown	Highland	Merrells Inlet	Martinsburg	Palmyra	Morgantown	Bluefield	Charleston	Swanton	North Tazewell	St. Marys	Ravenswood	Ravenswood	Dunmore	Dunmore	Chloe	. Franklin
Kanawha	Russell	Harrison	Kanawha	Ohio	Wood	Wood	Putnam	Fayette	Ohio	Lewis	Greenbrier	Minnehaha	Kanawha	Wood	Howard	Georgetown	Berkeley	Loudoun	Monongalia	Mercer	Kanawha	Garrett	Tazewell	Pleasants	Jackson	Jackson	Pocahontas	Pocahontas	Calhoun	Pendleton
WV	KY	WV	WV	WV	WV	WV	WV	WV	WV	WV	WV	SD	WV	WV	MD	SC	WV	PA	WV	WV	WV	MD	VA	WV	WV	WV	WV	WV	WV	WV

Select 5863	Select 5754	Select 5625	Select 3332	Select 6204	Select 5620	Select 6136	Select 6025	Select 6057	Select 6039	Select 5868	Select 6046	Select 6218	Select 5831	Select 5862	Select 6074	Select 3257	Select 3323	Select 3612	Select 6194	Select 6111	Select 3318	Select 5782	Select 3317	Select 6090	Select 6197	Select 5830	Select 6116	Select 6033	Select 6134	Select 3313	Select 5871
3 Sherri	4 Melissa	James	2 Rhonda	4 Stori	0 Kristine		5 Stacy	7 Jessica	9 Joseph	8 Matthew		8 Clarissa Dawn	1 Angela	2 Jo	4 Kourtney	7 Lee Ann	3 Tammy Jo	2 Jennifer	4 Argil Waine	1 Kelly	8 Mark	2 Terri	7 Joseph	0 Julie	7 Aaron	0 Matthew	6 Morgan	3 Susan	4 Charles	.3 Carlene	1 Cherie
Reed	Raynes	Ragland	Quattrochi	Pugh	Provan	Pritt	Pridemore	Price	Preast	Poorman	Pletcher	Phillips	Peterson	Peterson	Pennington	Parsons	Painter	Pagliaro	Nicholson	Nibert	Nesland	Nelson	Neil	Mylar	Myers	Murray	Murphy	Moten	Morgan	Moore	Moore
622 Fall Avenue	1258 Jasper Lake Drive	113 Ott Street	161 Power Road	PO Box 1193	218 Maybank Ct.	1234 Alpine Lake Road	2321 Willis Branch Road	40200 State Route 800	109 Emerson Road	6846 Valley Brook Drive.	401 Winter Avenue	PO Box 733	P.O. Box 311	150 Blue Sage Court	125 Burnshire Pl	108 Riverview Drive	6003 Bobolink Lane	48 Springston Drive	77 Freeman Avenue	PO Box 122,2411 Lee Circle	11 Jack Reed Rd.	115 Ott St.	305 Lone Tree Dr.	56 Endicott Lane	189 Applewood Drive	147 Deloras Lane	7 Rockledge Road	672 Loops Road	6 Rivercrest Court	800 Memorial Road	871 Woodyard Creek Rd.
<i>/</i>				FY2023 Lic.							Inactive	FY2023 Lic.							7		Inactive		Inactive							Inactive	
Weston	Burnside	Logan	Weirton	c. Princeton	Gahanna	Terra Alta	Victor	Woodsfield	Clarksburg	Charleston	Wheeling	c. Davis	Princeton	Morgantown	Princeton	Tornado	Charleston	Fairmont	West Union	Syracuse	Motesville	Logan	Summersville	Huntington	Chester	Chester	Wheenling	Rainelle	Vienna	Fairview	Washington
Lewis	Pulaski	Logan	Hancock	Mercer	Franklin	Preston	Fayette	Monroe	Harrison	Kanawha	Ohio	Tucker	Mercer	Monongalia	Mercer	Kanawha	Kanawha	Marion	Doddridge	Meigs	Monongalia	Logan	Nicholas	Cabell	Hancock	Hancock	Ohio	Greenbrier	Wood	Marion	Wood
WV	KY	WV	WV	WV	ОН	WV	WV	ОН	WV	WV	WV	WV	WV	WV	WV	WV	WV	WV	WV	ОН	WV	WV	WV	WV	WV	WV	WV	WV	WV	WV	WV

Select 3357	Select	Select 6126	Select 6055	Select 5653	Select 5745	Select 5832	Select 6047	Select 5714	Select 5752	Select 6209	Select 6135	Select 5755	Select 5790	Select 6168	Select 6178	Select 6193	Select 6081	Select 3344	Select 6040	Select 6155	Select 5740	Select 6172	Select 6019	Select 5854	Select 3619	Select 6190	Select 5803	Select 6063	Select 6166	Select 6054	Select 6191
3357	5804	6126	6055	5653	5745	5832	6047	5714	5752	6209	6135	5755	5790	6168	6178	6193	6081	3344	6040	6155	5740	6172	6019	5854	3619	6190	5803	6063	6166	6054	6191
Gregory	Belinda	Rebecca	Christina A.	Annica	Misty	Aaron	Ronnie	Michelle	Jeffrey	Clayton	Jo Ann	Barbara	Ricky	Dr. Jeffrey	Stephanie	Sherry	Tara	Keith	Joseph	Amanda	Shannon	Eppie	Candy	Matthew	Pamela Rae	Terri	Patricia	James	Susan	Casey	Kirstin
Stephens	Stear	Steadman	Starcher	Stansberry	Spiroff	Snodgrass	Smith, Jr	Smith	Smith	Smith	Smith	Sisarcick	Shrewsbury	Shrewsbury	Shoemaker	Shires	Shaver	Sexton	Seese	Scott	Schultheis	Saunders	Sanchez	Rutherford	Russell	Rodeheaver	Roan	Rife, Sr.	Richmond	Richards	Reed
11094 Dupont Road	1858 Song Convention Road	9106 Carriage Lane	235 Chapman Avenue	P.O. Box 670	3101 North Greystone Drive	2718 Iva Durst Road	9 Steiner Blvd.	363 Ridgewood Dr.	1495 Ravinia Road	520 Justice Ave	148 Mount Vernon Lane	16 Courtland Avenue	1767 Nubbins Ridge Road	388 Armentrout Drive	105 Sheridan Lane	189 Sandy Ridge Lane	55 Meadow View Lane	1515 Pluto Road	224 Kimberly Lane	127 N 13th Street	180 Blackwater Lane	PO Box 5126	1127 Ferry Street	756 Gordon Drive	576 East Mt. Lookout Road	415 Bishoff Road	1640 King St.	54 Dillingham Rd.	203 Homewood Drive	206 Farmcrest Drive	1945 Bender Road
		Inactive					Inactive			FY2023 Lic.																					
Washington	Mt. Nebo	Fairmont	Spencer	Hurricane	Morgantown	Leon	Barboursville	Ft. Ashby	Charleston	Logan	Hurricane	Wheeling	Beeson	Sugar Grove	Keyser	Peterstown	Beverly	Shady Springs	Kingwood	Weirton	Davisville	Princeton	Shrewsbury	South Charleston	Mt. Lookout	Friendsville	South Charleston	Brevard	Beckley	Oakdale	Marietta
Wood	Nicholas	Marion	Jackson	Putnam	Monongalia	Mason	Cabell	Mineral	Kanawha	Logan	Putnam	Marshall	Summers	Pendleton	Mineral	Monroe	Randolph	Raleigh	Preston	Hancock	Wood	Mercer	Kanawha	Kanawha	Nicholas	Allegany	Kanawha	Brevard	Raleigh	Allegheny	Washington
 VV	WV	WV	WV	WV	WV	WV	WV	WV	WV	E	WV	WV	WV	WV	WV	WV	WV	WV	WV	WV	WV	WV	WV	WV	WV	MD	WV	NC	WV	PA	ОН

ОН	Lacas	Montpelier	Inactive	310 Mohave Trail	Woodward	Curtis	Select 6184
WV	Jefferson	Charles Town		140 Packett Drive	Wilson	Mark	Select 6179
WV	Fayette	Oak Hill		1525 Greentown Loop Rd.	Williams	Brandon	Select 6094
WV	Raleigh	Mount Hope	Inactive	1869 Maple Fork Road	Williams	Mischelle	Select 6177
WV	Greenbrier	Sinks Grove		40 Gunny Lane	Williams	Angel	Select 5739
WV	Mercer	Athens	Inactive	591 Parkview Terrace	Wiley	Laura	Select 5852
WV	Harrison	Bridgeport		330 Ridgeway Dr.	White	Lisa	Select 3380
WV	Upshur	Ellamore		71 Thornberry Lane	White	Diana L.	Select 5628
ОН	Lawrence	South Point		124 Township Road #1432	Wheeldon	Eileen	Select 6050
WV	Taylor	Grafton		1888 George Washington Highway	Wellman	Stacy	Select 5821
HO	Clermont	Bethel		2156 State Route 133	Welch	Brewier	Select 6181
WV	Monroe	Union		157 Grace Lane	Weikle	Rachel	Select 6167
WV	Mason	Point Pleasant		4804 Ripley Road	Wandling	Danelle	Select 6117
WV	Barbour	Belington		264 Hunters Fork Road	Wagoner	Oodayyun	Select 5826
WV	Kanawha	Charleston		5509 Toledo Ave.	Tucker	Matthew	Select 5836
WV	Jackson	Given		175 Intimidator Lane	Triana	Joseph	Select 5817
ОН	Jefferson	Mount Pleasant		230 Union Street	Torok	Melanie	Select 6146
WV	Lincoln	Alum Creek		139 Lock Lane	Toney	Kimberly	Select 5663
WV	Brooke	Colliers		81 Baxter Addition	Tomshack	Connie	Select 5657
GS	Hall	Oakwood		4551 Rutledge Drive	Thompson	Drema	Select 5726
WV	Berkeley	Martinsburg		62 Spaniel Rd.	Taylor	Katrina	Select 5814
WV	Pocahontas	Marlinton		100 Farmhouse Lane	Taylor	Robin	Select 6112
WV	Ohio	Tridelphia		118 Alexander Estates	Tarr	Christine	Select 5756
WV	Kanawha	ic. Meadowbrook	FY2023 Lic.	189 New Quarters Road	Swan	Roberta	Select 6215
WV	Barbour	Moatsville		254 Glade Run Road	Summerfield	Patricia	Select 6045
WV	Raleigh	Shady Spring		PO Box 883	Stump	Bradley	Select 6106
FL	Duval	Jacksonville	Inactive	2526 Twin Springs Drive S	Stover	Patricia	Select 5725
WV	Brooke	Wellsburg		1923 Main St.	Stotler	Kristen	Select 5808
WV	Kanawha	Charleston		1031 Quarrier St. Unit 301	Stone	Joshua	Select 6128
WV	Raleigh	Bolt		P.O. Box 217	Stewart	Shelia	Select 3359
	Raleigh	Lic. Beckley	FY2023 Li	127 Beckett Drive	Stewart	Shannon	Select 6216
VV	Kanawha	Charleston	Inactive	37 Red Mulberry Way Apt. #4	Stevens	Spencer	Select 6154

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