



WV NURSING HOME ADMINISTRATORS LICENSING BOARD

P.O. BOX 522

WINFIELD, WEST VIRGINIA 25213

PHONE (304) 586-4070

FAX (304) 586-4079

December 18, 2024

The Honorable Jim Justice
State Capitol Building
1900 Kanawha Blvd. East

Dear Governor Justice:

Re: Annual Report FY2024

In accordance to West Virginia Code §30-1-12(b), I do hereby certify that the following West Virginia Nursing Home Administrator's Licensing Board FY2024 Annual Report is a true assessment of the activities of the Board.

Respectfully,

Handwritten signature of Rodney L. Hannah in cursive, with "NHA" written at the end.

Rodney L. Hannah, NHALB Chair

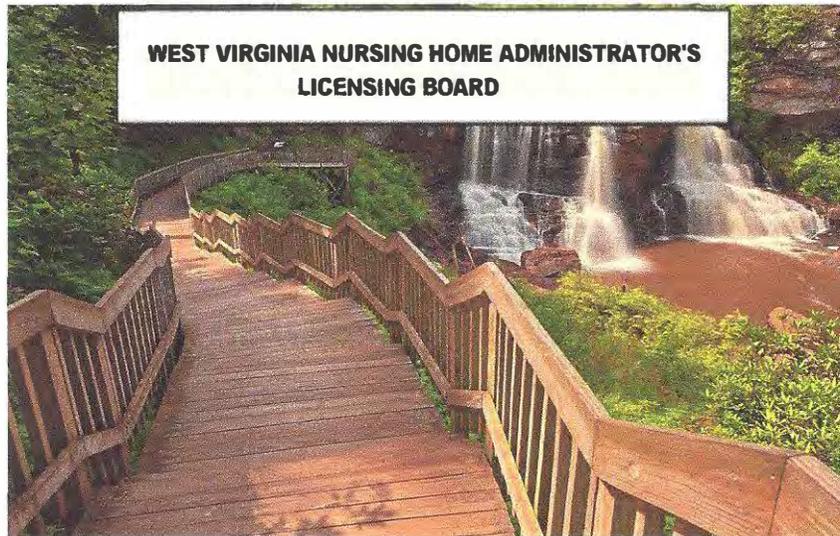
Handwritten signature of Gregory K. Stephens in cursive, with "NHA, Sec." written at the end.

Gregory K. Stephens, NHALB Secretary

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

ANNUAL REPORT

FISCAL YEAR 2024



13049 Winfield Road
Winfield, WV 25213

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**CURRENT BOARD MEMBERS
FY2024**

BOARD MEMBERS/Staff

Name	Position on Board	County	Term	Expires
Rodney L. Hannah, NHA	Chair	Jackson	2nd term	June 30, 2027
Dr. M. Raymond Alvarez	Lay Member	Marion	2nd term	June 30, 2029
James A. Harris	Lay Member	Harrison	2nd term	June 30, 2028
Nathan Hanshew, NHA	Member	Greenbrier	1st term	June 30, 2027
Shannon Schultheis, NHA	Member	Wood	1st term	June 30, 2025
Gregory K. Stephens, NHA	Member	Wood	1st term	June 30, 2025
Stefanie Compton, NHA	Member	Mercer	1st term	June 30, 2029
Dr. Sherri Young, Sec. Dept. of Health	DHHR Ex-Officio Non-Voting Mbr.			

Staff: Veronica S. Cummings, Executive Director

**ORGANIZATION CHART
FY2024**



Appointed Members

Nathan Hanshew, NHA

Stefanie Compton, NHA

Shannon Schultheis, NHA

Gregory Stephens, NHA, Secretary

James A. Harris, Citizen Mbr.

Dr. M. Raymond Alvarez, Citizen Mbr.

Dr. Sherri Young DHHR Ex-Officio, Non-Voting Mbr.

Board Staff

Veronica S. Cummings, BS Executive Director

**BOARD HISTORY – MISSION STATEMENT
FY2024**

WV Nursing Home Administrator's Licensing Board History

The first meeting of the WV 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 administrator's 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 WV Nursing Home Administrator's Licensing Board

The Nursing Home Administrators 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 4 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.

**AGENDAS – MEETING MINUTES
FY2024**

AGENDA

August 17, 2023

11:00 a.m.

Call Meeting to Order – Rodney L. Hannah, Board Chair

Guest, Marty Wright, CEO WV HCA – Review and discussion as a provider of continuing education

(Tab 1) Minutes of May 18, 2023 Meeting

(Tab 2) FY2023 Financial Statement/P-Card Purchases/Budget

(Tab 3) Reciprocity Applicants:

Megan Heffner

Luis Jimenez

(Tab 4) Application by Exams:

Madison Argabrite

Crystal Parks

(Tab 5) Emeritus Status Request

(Tab 6) SQC #3 FY2023 – Canterbury Center

SQC #4 FY2023 – Hilltop Center

(Tab 7) Preceptor to AIT/CEU hrs.

(Tab 8) Possible Internship Policy Updated

(Tab 9) NAB Mid-Year Meeting, New Orleans (October 25-27, 2023)

(Tab 10) SB740 Per Diem Increase

(Tab 11) Items for Discussion:

Chapter 30 Licensing Board Seminar – November 1, 2023

Holiday Inn & Suites, South Charleston, WV

Legislative Rule-Making Review Committee Meeting

August 9, 2023 Update

**Emergency Permit Issued – Glenwood Healthcare Center,
Princeton, WV 8-7-23 (3 months)**

Audit Follow-Up

Meeting Adjournment – Next Possible Meeting: November 16, 2023



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MEETING MINUTES

August 17, 2023

11 a.m.

- (1) **Call to Order:** The meeting of the NHAL Board was called to order at 11:02 a.m. by Rodney L. Hannah, Board Chair.
- (2) **Members Present:** M. Raymond Alvarez, James A. Harris, Rhonda Quattrochi, Shannon Schultheis, Gregory K. Stephens, with Nathan Hanshew attending by phone.
- (3) **Others Present:** Veronica Cummings, Executive Director and Marty Wright, CEO, WVHCA
- (4) **Guest:** Marty Wright was welcomed by the Board
- Mr. Wright reported on WVHCA's status as an approved vendor provider, (on a probationary status) for NHA CEU requirements.
- Mr. Wright reported that 10 hours of CEUs were limited during the 2022-23 reporting cycle.
- It was reported by Mr. Wright that 1 CEU hour was provided by virtual attendance on: CDC and CMS End of Public Health Emergency with speakers from OHFLAC and WVHCA. It was further reported WVHCA maintains internal controls and recordkeeping, both virtual and in person attendance, with tracking of minutes. The attendance and hours are converted to a master spreadsheet of the event with the hours earned and license number. A certificate is issued for completion of the CEU hours, with the attendee adding any CEU hours to their final transcript. A year-end report is finally issued to the WVNHALB.
- Ms. Cummings commented on how smoothly the service provided by the WVHCA went for the renewal period, with a listing of the course provided and the attendees who participated.
- (5) **Meeting Minutes:** The minutes of the August 17, 2023 meeting were approved with a motion being made by James A. Harris and seconded by Shannon Schultheis. Motion carried.
- (6) **Financial Statement/
P-Card Purchases
Budget:** Financial statement from July 1, 2022 thru June 30, 2023, had a beginning balance of \$95,837.74, with expenditures of \$93,983.71 and deposits of \$83,150.00, leaving an account balance of \$85,004.03. James A. Harris made motion to accept the financial statement with a second by M. Raymond Alvarez. Motion carried.

(6) cont.

P-Card expenditures were \$2,329.95 with Gregory K. Stephens making motion to accept the P-Card expenditures, seconded by Rhonda Quattrochi. Motion carried.

Budget for FY2025 was recommended by Veronica S. Cummings, ED, to increase Information Services & Communication for updating website, server, etc. by \$2,000 and also a recommended increase for board member per diems, due to an increase from \$150.00 to \$200.00 as a result of SB 740. James A. Harris made motion to approve the FY2025 budget and seconded by M. Raymond Alvarez. Motion carried.

(7) Reciprocity Applicants: Megan Heffner was approved to sit for exam with a motion made by James A. Harris and seconded by Shannon Schultheis. Motion carried with Ms. Heffner being licensed in Virginia with no discipline on her license.

Luis Jimenez was approved to sit for exam with a motion made by James A. Harris and seconded by M. Raymond Alvarez. With Mr. Jimenez being licensed in Virginia and Kansas with no discipline on his license, motion carried.

(8) Application by Exams:

It was recommended that Madison Argabrite resubmit her application in November based upon her needing 1 year of experience in management with her MBA in Healthcare Management and her current position as assistant administrator. James A. Harris made the motion with a second by Gregory K. Stephens. Motion carried.

Crystal Parks was approved to sit for exams with a motion made by James A. Harris, seconded by M. Raymond Alvarez. Motion carried.

(9) Emeritus Status:

Motion was made by Rhonda Quattrochi and seconded by Gregory K. Stephens for Joseph Bucher's application be approved for Emeritus Status with having met requirements according to the Nursing Home Administrator's 21CSR1 rule. Motion carried.

(10) SQC#3 FY2023:

An annual survey was conducted at Canterbury Center with an exit date of July 14, 2022, and notification from OHFLAC being received April 20, 2023.

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.

(10) cont.

It was recommended that no action be required by the Board at this time. Motion was made by Nathan Hanshew to accept the recommendation by the review committee with motion seconded by James A. Harris. Motion carried with the review committee not voting. The nursing home administrator will be notified by letter.

SQC#4 FY2023:

An annual survey was conducted at Hilltop Center with an exit date of June 15, 2022, and notification from OHFLAC being received April 20, 2023.

Upon review of the survey, the plan of correction and response from the nursing home administrator, the Board determined additional questions needed to be addressed by the nursing home administrator.

With motion to invite the administrator to the November 16, 2023 meeting, made by James A. Harris, and seconded by M. Raymond Alvarez, motion carried.

The administrator will receive notice of the invitation concerning additional questions to be addressed.

(11) Preceptor CEU Credit:

Board Chair, Rodney L. Hannah, presented to the Board the possibility for the Board to provide CEU credit for nursing home administrators serving as preceptors to an AIT. With discussion on the advantage of encouraging nursing home administrators to serve as preceptors, this would provide an ongoing service to those applicants wanting to become licensed in the State of West Virginia.

With final discussion, it was decided to give twenty hours of CEU credits to those administrators supervising an AIT for one year and those AIT's that are in the Fairmont State University AIT program for 6 months, 10 CEU's would be allowed. Gregory K. Stephens made the motion, with M. Raymond Alvarez seconding the motion. Motion carried.

(12) Internship Policy:

Rodney L. Hannah, Chair, brought the possibility of changing the current Internship Policy of 160 college hours required with specific guidelines, to waive the AIT program to a number of hours higher, perhaps to 500 college hours as requested by M. Raymond Alvarez.

It was decided to table the discussion and examine the language within the current College Internship Policy. The motion was made by James A. Harris, seconded by Shannon Schultheis, with M. Raymond Alvarez recusing himself and leaving the room. Motion carried.

(13) Items Discussed:

With SB740 being passed, the per diem rate per meeting for Board members was increased from \$150.00 to \$200.00. The paperwork is in progress and should be reflected at the next meeting.

Chapter 30 Licensing Board Seminar is November 1, 2023, at the Holiday Inn & Suites, South Charleston, WV. Rodney L. Hannah, Board Chair and Veronica S. Cummings, ED, will be in attendance.

The Legislative Rule-Making Review Committee meeting, August 9, 2023, approved the Board's amended rule as Written by the Committee. The rule must now go before the House and Senate to be voted upon.

An emergency permit was issued for Glenwood Healthcare Center, Princeton, WV, August 7, 2023, 3 months. The DON is the PIC, with someone taking her position. Crystal Parks, has been in that position for 8 years and has made application to sit for exams to become licensed as a nursing home administrator.

Audit Follow-Up – to be presented at the Interim meeting of The Joint Committee on Government Organization, September 10-12, 2023, with the attendance of Veronica S. Cummings, ED, as requested.

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 November 16, 2023, at 11 a.m. within the Blessed John Pastoral Center.

Respectfully submitted,



Rodney L. Hannah, NHA, Chair



Gregory K. Stephens, NHA, Secretary

AGENDA

November 16, 2023

11:00 a.m.

Call Meeting to Order – Rodney L. Hannah, Board Chair

Invited Guest: Joshua Crist, NHA, Hilltop Center

(Tab 1) Minutes of August 17, 2023 Meeting

(Tab 2) FY2024 Financial Statement/P-Card Purchases

(Tab 3) Reciprocity Applicants:

Ashley Wensyel – Kentucky NHA License

(Tab 4) Application by Exams:

Madison Argabrite - resubmitting

Paige Francisco

Amber Howington

David Richards

Dorian Williams

(Tab 5) AIT Applicants:

John Amos – FSU, Eric Eberhart, NHA, Preceptor, Pierpont Center

**Marquita Smith – Jacob Helman, NHA, Preceptor, Willow Tree
Healthcare Center**

(Tab 6) SQC #4 FY2023 – Hilltop Center

SQC #1 FY2024 – Putnam Center

SQC #2 FY2024 – Stonerise, Berkeley Springs

SQC #3 FY2024 – Mountain View Care Center

(Tab 7) Possible Internship Policy Updated

(Tab 8) WV HCA CEU Provider

(Tab 9) Employee Evaluation – Executive Session

(Tab 10) Items for Discussion:

**Chapter 30 Licensing Board Seminar – November 2, 2023 –
Update – Handouts available online**

**NAB Mid-Year Meeting – New Orleans, October 25-27, 2023,
Shannon Schultheis, NHA, Delegate – Update**

Emergency Permit issued Fayetteville Center, 3 months

Meeting Adjournment – Next Meeting: February 15, 2024 - Virtual



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MEETING MINUTES

November 16, 2023

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:** Rodney L. Hannah, Chair, Dr. M. Raymond Alvarez, Rhonda Quattrochi, Nathan Hanshew, Shannon Schultheis, James A. Harris, and Gregory K. Stephens, Secretary (by phone)
- (3) Others Present:** Veronica Cummings, Executive Director, Joshua Crist, NHA Hilltop Center.
- (4) Meeting Minutes:** The minutes of the August 17, 2023 meeting were approved with a motion being made by James A. Harris and seconded by Nathan Hanshew. Motion carried.
- (5) Financial Statement P-Card Purchases:** Financial Statement from July 1, 2023 thru November 13, 2023, had a beginning balance of \$85,004.03 with expenditures of \$75,254.36 and deposits of \$16,500.00, leaving an account balance of \$26,250.67. P-Card purchases were \$302.24. Motion was made by James A. Harris to accept the financial statement and P-Card purchases and seconded by Gregory K. Stephens, Secretary. Motion carried.
- (6) Reciprocity Application:** Ashley Wensyel was approved to sit for exam having met requirements with a current license in Kentucky. Motion was made by Nathan Hanshew and seconded by Gregory K. Stephens for approval. Motion carried.
- (7) Application by Exam:** Madison Argabrite was approved to sit for exams, having met requirements with motion being made by Dr. Alvarez and seconded by Shannon Schultheis, after Nathan Hanshew recused himself and left the room. Motion carried.

Paige Francisco was approved to sit for exams, having met requirements, with motion being made by James A. Harris and seconded by Dr. Alvarez. Motion carried.

Amber Howington was approved to sit for exams, having met requirements with motion being made by James A. Harris and seconded by Shannon Schultheis, after Nathan Hanshew recused himself and left the room. Motion carried.

David Richards was approved to sit for exams, having met requirements with motion being made by James A. Harris and seconded by Dr. Alvarez. Motion carried.

(7) cont.

Dorian Williams was approved to sit for exams, having met requirements with motion being made by Dr. Alvarez and seconded by Nathan Hanshew. Motion carried.

(8) AIT Applicants:

John Amos was approved to serve as an AIT at Pierpont Center, Fairmont, WV, through Fairmont State University with Eric Eberhart, Preceptor. Motion was made by Nathan Hanshew and seconded by James A. Harris, after Dr. Alvarez recused himself and left the room. Motion carried.

Marquita Smith was approved to serve as an AIT at Willow Tree Healthcare, Charles Town, WV, with Jacob Helman, NHA to serve as preceptor. Motion was made by Shannon Schultheis to approve, with a second by Nathan Hanshew. Motion carried.

(9) FY2023 SQC #4:

An annual survey was conducted at Hilltop Center with an exit date of June 15, 2022 and received April 20, 2023, from OHFLAC. Upon review of the survey, plan of correction and response from the NHA, the Board invited the administrator to respond to additional questions to be addressed at the November 16, 2023 meeting.

Rodney L. Hannah, Board Chair introduced Mr. Crist. With additional questioning concerning resident rights and safety concerning an employee and with responses given by Mr. Crist, NHA, Rodney L. Hannah, Board Chair, thanked Mr. Crist for attending the meeting.

With further discussion by the Board, Gregory K. Stephens made motion for the NHA to enroll in 6 hours of continuing education for abuse, neglect and reporting, in addition to the required 20 hours of continuing education required each year. In addition, if another such tag is received within 6 months, the NHA would need to appear before the Board for further questioning. The motion was seconded by Shannon Schultheis. Motion carried, with the Review Committee not voting. The NHA will be notified of the decision made by the Board.

FY2024 SQC #1:

An annual recertification survey was conducted at Putnam Center with an exit date of February 10, 2022 and received from OHFLAC on July 17, 2023. The facility administrator at the time of the citation was Michael Herald. A certified letter was sent to Mr. Herald to respond within 30 days. No response was received from Mr. Herald as required in 21 CSR 1 Rule.

A phone call was made to Mr. Herald, saying that he would send a response to the Executive Director, Veronica Cummings, by November 13, 2023. The response request was not received.

FY2024 SQC #1: Mr. Herald is no longer employed at Putnam Center. The Review Committee did not vote but recommended that Mr. Herald's license be placed either on inactive status until he responds to the Board and/or further action may be required due to no response from Mr. Herald. Motion was made by James A. Harris to place the license on inactive status until Mr. Herald appears before the Board, seconded by Dr. Alvarez. Motion carried. The nursing home administrator will be notified.

FY2024 SQC #2: An annual recertification survey was conducted at Stonerise Berkeley Springs with an exit date of March 29, 2023, and received July 17, 2023. The Review Committee recommended there was no violation of the WV 21 CSR rules or the ACHCA Code of Ethics. James A. Harris made motion to accept the recommendation made by the Review Committee, seconded by Dr. Alvarez. Motion carried with the Review Committee not voting. The NHA will be contacted of the outcome made by the Board.

FY2024 SQC #3: An annual recertification and licensure survey was conducted at Mountain View Care Center with an exit date of June 29, 2023, and received September 1, 2023 from OHFLAC, with Michael Herald as the administrator.

At the time of the November 16, 2023 meeting, Mr. Herald had not responded to the survey information received from OHFLAC. An email was sent to the current NHA, Lora Dawson, and she responded that the IJ tag had been removed. The Review Committee recommended that no action had to be taken by the Board at this time.

(10) Internship Policy: Dr. Alvarez, having previously discussed at the previous meeting, the possible need to update the current Internship Policy from the required 160 hours to a higher number of hours. With Dr. Alvarez recusing himself from the room, due to his position at Fairmont State University, having oversight in the internship program requirements. The Board discussed the possibilities and came to an agreement with a motion made by James A. Harris, the current Internship Policy remain the same, seconded by Nathan Hanshew. Motion carried, with Dr. Alvarez returning to the room.

(11) WV HCA: It was moved to adopt the WV Health Care Association as a provider of continuing education, to be reviewed every 2 years as previously discussed. Motion was made by Shannon Schultheis, seconded by Nathan Hanshew. Motion carried.

(12) Employee Evaluation: At 12:03 p.m. the Board went in to executive session with motion made by James A. Harris and seconded by Shannon Schultheis. Motion carried with the Executive Director, Veronica S. Cummings, leaving the room.

Motion was made by Nathan Hanshew, Board Member and Rhonda Quattrochi, Board Member, to come out of executive session at 12:35 p.m. Motion carried with Veronica S. Cummings, ED, returning to the room. Details of the evaluation will be discussed after the close of the meeting with Ms. Cummings, by Chair, Rodney L. Hannah.

(13) Items for Discussion:

Rodney L. Hannah, Chair and Veronica S. Cummings, ED, attended the Auditor's Annual Seminar on November 2, 2023, at the Holiday Inn & Suites, in South Charleston, WV. Handouts from the meeting are on the website.

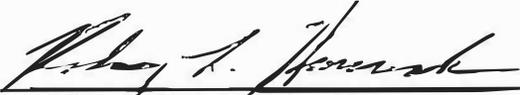
NAB Mid-Year Meeting in New Orleans on October 25-27-2023, was paid for by NAB, with Shannon Schultheis, Board Member, attending as the delegate. The health services endorsement was discussed and the CEO and President of NAB, Randy Lindner, will be invited at a later date to discuss the health services endorsement.

Emergency permit, issued by Rodney L. Hannah, Chair, was for Fayetteville Center for 3 months, issued October 30, 2023.

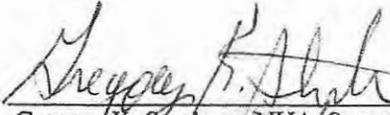
Adjournment: With no further business, Rodney L. Hannah adjourned the meeting at 1:05 p.m. with a motion by Gregory K. Stephens and seconded by James A. Harris. Motion carried.

The next meeting is scheduled for February 15, 2024, at 11 a.m. by Google Meet, due to potential winter weather conditions.

Respectfully submitted,



Rodney L. Hannah, NHA, Chair



Gregory K. Stephens, NHA, Secretary

AGENDA
February 15, 2024
11:00 a.m. - Virtual

Call Meeting to Order – Rodney Hannah, Chair

(Tab 1) Minutes of November 16, 2023 Meeting

(Tab 2) FY2024 Financial Statement/P-Card Purchases

(Tab 3) Reciprocity Applicants:

Heather Borkoski – Valid OH NHA License

Rose Holicker – Valid OH NHA License

(Tab 4) Application by Exam:

Cassidy Duffer

Charles Watton

(Tab 5) AIT – FSU

Alyssa Sloan-Oliverio

(Tab 6) Request to Reinstate Inactive Status

Dr. Coleen McCarty

(Tab7) Emergency Permits Issued:

Holbrook Healthcare Center, Buckhannon (6 months – issued 9-21-23)

Fayetteville Healthcare (3 months – extended 2 mo. – issued 11-23-23)

Morgantown Healthcare Center (3 months – issued 1-19-24)

(Tab 8) FY2024 SQC #1 – Putnam Center

(Tab 9) Destruction of Files – Reference Retention Policy 6 yrs. (SQC's)

Brightwood Center, (4-10-09) – Closed 6-1-09
Hampshire Memorial Hospital, (4-10-09) – Closed 6-1-09
Heartland of Charleston, (4-10-09) – Closed 6-1-09

Golden Living Center, (9-12-14) – Closed 12-18-14
Valley Center, (9-29-14) – Closed 12-30-14

Dunbar Center, (12-16-15) – Closed 4-5-16
Oak Ridge Center, (6-13-16) - Closed 8-29-16

(Tab 10) Items for Discussion:

- *Update on 21CSR1 Rule Amendment – HB4137**
- *Attorney**
- *AIT Program NAB – Administrator Residency**
- *Travel Mileage effective 1-1-24 (.67 per mile)**

Meeting Adjournment – Next Possible Meeting, May 16, 2024



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MEETING MINUTES

February 15, 2024

11:00 a.m.

- (1) **Call to Order:** The meeting of the NHAL Board was called to order at 11:04 a.m. by Rodney L. Hannah, Board Chair.
- (2) **Members Present:** M. Raymond Alvarez, James A. Harris, Rhonda Quattrochi, Shannon Schultheis, Gregory K. Stephens, and Nathan Hanshew
- (3) **Others Present:** Veronica Cummings, Executive Director
- (4) **Meeting Minutes:** The minutes of the November 16, 2023, meeting was approved with a motion being made by James A. Harris and seconded by Nathan Hanshew. Motion carried.
- (5) **Financial Statement/
P-Card Purchases
Budget:** Financial statement from July 1, 2023 thru February 15, 2024, had a beginning balance of \$85,004.03, with expenditures of \$64,244.46 and deposits of \$22,900.00, leaving an account balance of \$43,659.57. James A. Harris made motion to accept the financial statement/P-Card purchases, with a second by Gregory K. Stephens. Motion carried.
- (6) **Reciprocity Applicants:** Heather Borkoski was approved to sit for exam with a motion made by Nathan Hanshew and seconded by Shannon Schultheis. Motion carried with Ms. Borkoski being licensed in Ohio with no discipline on her license.

Rose Holicker was approved to sit for exam with a motion made by Gregory K. Stephens and seconded by James A. Harris. with Ms. Holicker being licensed in Ohio, with no discipline on her license, motion carried.
- (7) **Application by Exams:** Cassidy Duffer was approved to sit for exams with a motion made by Rhonda Quattrochi and seconded by M. Raymond Alvarez. Motion carried.

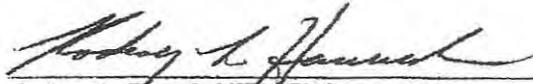
Charles Watton was approved to sit for exams with a motion made by Gregory K. Stephens, seconded by Nathan Hanshew. Motion carried.
- (8) **AIT – FSU:** Dr. Alvarez recused himself and left the room prior to James A. Harris making motion for Alyssa Sloan-Oliverio to serve as an AIT, with Marci Farinacci, NHA, Preceptor at St. Barbara’s Memorial Nursing Home, seconded by Gregory K. Stephens. Motion carried.

- (9) License Request:** Motion was made to continue Dr. Coleen McCarty's license on inactive status with motion made by James A. Harris and seconded by Gregory K. Stephens. Motion carried.
- (10) Emergency Permits Issued:** Holbrook Healthcare Center, Buckhannon (6 mo. – 9-21-23)
Fayetteville Healthcare (3 mo. – 11-23-23)
Morgantown Healthcare Center (3 mo. – 1-19-24)
- (11) SQC#1 FY2024:** An annual recertification survey was conducted at Putnam Center with an exit date of February 10, 2022, with notification from OHFLAC being received July 17, 2023.
- Upon review of the 2567 deficiency report, plan of correction, and no response from the licensed nursing home administrator, as required in §21-1-6. 6.2.a.3.C of the Nursing Home Administrator's 21CSR1 Rule, an amended motion was made from the November 16, 2023 meeting. With a motion made by Gregory K. Stephens and seconded by M. Raymond Alvarez, the nursing home administrator would be offered a Consent Agreement and be invited to appear before the Board prior to the renewal of his license for an interview. Board Attorney, Mark Weiler, will be contacted to prepare a Consent Agreement to be mailed by certified mail. A letter of invitation will be sent by certified mail, to the nursing home administrator, for the May 16, 2024 meeting.
- (12) Destruction of Files:** With a motion by James A. Harris and seconded by Shannon Schultheis, the following SQC files will be shredded, according to the Board's Retention Policy with motion carried:
- Brightwood Center, Closed 6-1-09
Hampshire Memorial Hospital, Closed 6-1-09
Heartland of Charleston, Closed 6-1-09
Golden Living Center – Closed 12-18-14
Valley Center – Closed 12-30-14
Dunbar Center – Closed 4-5-16
Oak Ridge Center – Closed 8-29-16
- (13) Items for Discussion:** Update on 21CSR1 Rule Amendment – HB4137
Travel mileage effective 1-1-24 (.67 per mile)

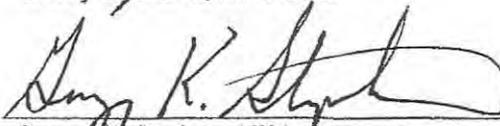
Adjournment: With no further business, Rodney L. Hannah adjourned the meeting at 12:18 p.m. with a motion by Gregory K. Stephens and seconded by M. Raymond Alvarez. Motion carried.

The next meeting is scheduled for May 16, 2024, at 11 a.m. within the Blessed John Pastoral Center.

Respectfully submitted,



Rodney L. Hannah, NHA, Chair



Gregory K. Stephens, NHA, Secretary

AGENDA
May 16, 2024
11:00 a.m.

Call Meeting to Order – Rodney Hannah, Chair

Guest: Michael Herald

(Tab 1) Minutes of February 15, 2024 Meeting

(Tab 2) FY2024 Financial Statement/P-Card Purchases

(Tab 3) Reciprocity Applicants:

Charles Bish – Valid PA NHA License

Andrew Jackson – Valid MD NHA License

Corey Krieger – Valid OH NHA License

Gregory Tinz – Valid PA NHA License

(Tab 4) Application by Exam:

Deanna Hunley

Michael Taylor

(Tab 5) Application for Administrator Residency (AIT)

Skylar Fortin

(Tab 6) FY2024 SQC #4 Autumn Lake Healthcare

FY2024 SQC #5 Seneca Trail Healthcare

FY2024 SQC #6 Putnam Center

FY2024 SQC #7 Glasgow Nursing & Rehabilitation

FY2024 SQC #9 Holbrook Health Care Center

FY2024 3C Complaint – Mercer Healthcare

(Tab7) Emergency Permits Issued:

Pocahontas Center - Genesis (1 month - issued 3-4-24)

Ansted Center - Genesis (1 month - issued 3-11-24)

Holbrook Healthcare Center (6 months - issued 3-22-24)

Wayne Healthcare Center (6 months - issued 4-30-24)

Crestview Manor Healthcare (6 months - issued 4-30-24)

Salem Center - Genesis (3 months - issued 5-2-24)

(Tab 8) Items for Discussion:

The Governor signed the bill for fee increases - effective July 1, 2024/final filing was completed and accepted by the Secretary of State's Office, April 25, 2024. The fee increases were on license renewals, permits and inactive status licenses.

P-Card Inspection by Purchasing Division as a mail-in inspection, requested April 23, 2024 - all documents requested, in order, and sent by email on April 23, 2024. In years past, our Board has always received a 100% in following West Virginia Code and the Code of State Rules on purchasing. The written report has not been received.

Katherine Campbell, Asst. Attorney General, now representing licensing boards, effective May 6, 2024

Meeting Adjournment - Next Possible Meeting, August 15, 2024



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 16, 2024

11 a.m.

- (1) **Call to Order:** The meeting of the NHAL Board was called to order at 11:03 a.m. by Rodney L. Hannah, Board Chair.
- (2) **Members Present:** M. Raymond Alvarez, James A. Harris, Rhonda Quattrochi, Shannon Schultheis, Nathan Hanshew, Gregory K. Stephens, (by phone)
- (3) **Others Present:** Veronica Cummings, Executive Director
- (4) **Minutes of 2/15/24 Meeting:** The minutes of the February 15, 2024 meeting were approved with a motion being made by James A. Harris and seconded by Nathan Hanshew. Motion carried.
- (5) **Financial Statement-P-Card Purchases:** Financial statement from July 1, 2023 thru May 16, 2024, had a beginning balance of \$85,004.03 with expenditures of \$90,846.82 and deposits of \$40,450.00, leaving an account balance of \$34,607.21. Shannon Schultheis made motion to accept the financial statement with a second by Dr. Alvarez. Motion carried.
- (6) **Reciprocity Applicants:** Motion was made by Nathan Hanshew for Charles Bish to sit for the State exam, with motion seconded by James A. Harris. Motion carried.

Andrew Jackson was approved to sit for the State exam, with motion by James A. Harris and seconded by Shannon Schultheis. Motion carried.

Cory Krieger was approved to sit for the State exam, with a motion by Nathan Hanshew and seconded by Rhonda Quattrochi. Motion carried.

Gregory Tinz was approved to sit for the State exam, with motion by Dr. Alvarez, and seconded by James A. Harris. Motion carried.
- (7) **Application by Exams:** Deanna Hunley was approved to sit for exams with motion being made by Dr. Alvarez and seconded by Rhonda Quattrochi, with Nathan Hanshew and Shannon Schultheis recusing themselves, and leaving the room, prior to the motion and vote. Motion carried.

- (7) (cont.) Michael Taylor was approved to sit for exams with motion being made by James A. Harris, and seconded by Shannon Schultheis. Motion carried.
- (8) **Administrative Resident (AIT):** Skylar Fortin was approved to participate in the Administrative Residency Program, (AIT), with Phillip Donnelly, NHA, Preceptor at Morgantown Health Care Center, with motion being made by Rhonda Quattrochi, and seconded by James A. Harris. Motion carried.
- (9) **SQC#4 FY2024:** An annual survey was conducted at Autumn Lake Healthcare with An exit date of 11/8/23 and received from OHFLAC, 2/1/24. Upon review of the CMS Form 2657 Deficiency Report, response from the nursing home administrator, with the plan of correction; the review committee did not find any violation of WV 21 CSR Rule or the ACHCA Code of Ethics. Nathan Hanshew made motion to accept the committee's recommendation, seconded by Shannon Schultheis. Motion carried. The NHA will be contacted of the outcome. The review committee did not vote.
- (10) **SQC#5 FY2024:** A complaint investigation survey was conducted at Seneca Trail Healthcare with an exit date of 9/28/23 and received from OHFLAC 2/1/24. Nathan Hanshew and Shannon Schultheis, recused themselves and left the room prior to the recommendation by the review committee and board vote. Upon review of the CMS Form 2657 Deficiency Report, with the plan of correction, and letter of response from the nursing home administrator, the committee did not find any violations of WV 21 CSR rules or the ACHCA Code of Ethics. James A. Harris made motion to accept the committee's recommendation, seconded by Dr. Alvarez. Motion carried. The NHA will be contacted of the outcome. The review committee did not vote.
- (11) **SQC#6 FY2024:** An annual recertification, relicensure and complaint survey was conducted at Putnam Center with an exit date of 5/10/23 and received from OHFLAC 2/1/24. The review committee did not find any violation of WV 21 CSR Rule or the ACHCA Code of Ethics with the review of the CMS Form 2657 Deficiency Report, response from the nursing home administrator, with the plan of correction; Nathan Hanshew made motion to accept the committee's recommendation, seconded by James A. Harris. Motion carried with the committee not voting. The NHA will be contacted of the outcome.
- (12) **SQC#7FY2024:** An unannounced complaint investigation survey was conducted at Glasgow Health and Rehabilitation with an exit date of 12/12/23 and received from OHFLAC 2/28/24. The review committee did not find any violation of WV 21 CSR Rule or the ACHCA Code of Ethics, upon review of the 2657 Deficiency Form, plan of correction,

- (12) cont. and response from the nursing home administrator. Dr. Alvarez made motion to accept the committee recommendation and seconded by Nathan Hanshew. Motion carried with the committee not voting. The NHA will be notified.
- (13) SQC#9FY2024: A complaint investigation survey was conducted at Holbrook Healthcare Center with an exit date of 12/28/23, and received from OHFLAC 4/1/24. Nathan Hanshew and Shannon Schultheis recused themselves and left the room, prior to the committee recommendation and board vote.
- Upon review of the CMS Form 2657 Deficiency Report, with the plan of correction, and response from the PIC, the committee recommended no action be taken at this time. James A. Harris made motion to follow the committee's recommendation with a second by Dr. Alvarez. Motion carried with the committee not voting. The PIC will be notified.
- (14) FY2024#3C: A complaint was received from an employee of Mercer Healthcare Center on March 6, 2024. The complaint was against the NHA and Human Resource Director, who allegedly treated an employee unfairly.
- The review committee did not feel the board had any jurisdiction concerning the HR Director. Upon review of the complaint, the facility management of Mercer Healthcare Center was investigating the occurrence. No action required at this time while under investigation. James A. Harris made motion to accept the committee recommendation, seconded by Dr. Alvarez, with Nathan Hanshew and Shannon Schultheis recusing themselves and leaving the room prior to the recommendation and board vote. Motion carried. The complainant and NHA will be notified of the board's decision.
- (15) Permits: Emergency Permits were issued for Pocahontas Center, Ansted Center, Holbrook Healthcare Center, Wayne Healthcare Center, Crestview Manor and Salem Center. It was noted that there would be no permit renewal for Holbrook Healthcare Center.
- (16) Items for Discussion: Governor Jim Justice signed the bill for fee increases, effective July 1, 2024. Fee increases were for license renewals, permits and inactive license status. No fee increases were for AIT applications or original license applications.
- The P-Card inspection by the Purchasing Division, reported there were no purchasing violations found according to WV Code. The report was received April 23, 2024.

(16) cont. It has been noted, Katherine Campbell, Asst. Attorney General, is now representing the NHALB, effective May 6, 2024.

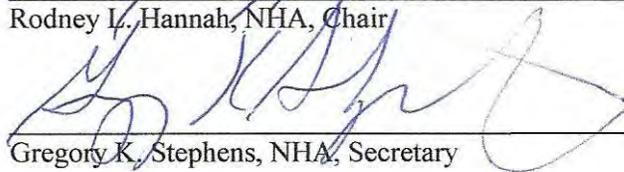
Adjournment: With no further business, Rodney L. Hannah adjourned the meeting at 1:15 p.m. with a motion by James A. Harris and seconded by Rhonda Quattrochi. Motion carried.

The next meeting is scheduled for August 22, 2024, at 11:00 a.m., within the Blessed John Pastoral Center.

Respectfully submitted,



Rodney L. Hannah, NHA, Chair



Gregory K. Stephens, NHA, Secretary

**FINANCIAL STATEMENT
FY2024**

NURSING HOME ADMINISTRATOR'S LICENSING BOARD
Financial Statement July 1, 2023 thru June 30, 2024
FY2024

Item Name	Total
Payroll	\$71,723.34
Annual Increment/\$660 pd. end of FY	660.00
Personnel Fee (\$50 per quarter)	200.00
Workers Compensation - Annual	300.00
Social Security Matching (7.65%)	5,537.33
Board Member Per Diems @ \$200 per meeting	5,950.00
Social Security Matching (Board)	455.18
Board Member Travel to Meetings	2,484.55
OPEB Per Month - \$70.00 per mo.	840.00
Pension & Retirement (9%) Non-Member	0.00
NAB Association Dues (\$2,000 Annual) Jan.	2,000.00
Office Rent (\$600)	7,199.46
Utilities/AEP/Water/Sewer	1,408.70
Web Service/Server	135.00
P-Card (Postage, Office Supplies, Ink Office Sup.)	1,946.98
Misc. (Refunds, Credits) Reflected in deposits	0.00
Office & Comm. – Telecomm – Long Distance /Frontier/Equip. Repairs	1,233.18
Legal Expenses	825.00
Meeting Room Accommodations	300.00
PEIA Adm. Fee (\$50 end of FY)	50.00
WVOT Fees (\$84.98 per mo.)	1,019.76
WARF/Shredding	38.50
TOTAL EXPENDITURES	\$104,306.90

Beginning Balance (July 1, 2023)	85,004.03
Revenue Deposits July 1, 2023-June 30, 2024	88,750.00
Balance	\$173,754.03
Expenditures	\$ 104,306.90
 Final Balance	 \$ 69,447.13

FY-2025 PROJECTED IMPACT OF FEE INCREASES ON REVENUE

		FY-2024	FY-2025
Licensed NHA's	225	\$67,500	\$90,000
Permits	25	\$7,500.00	\$10,000.00
Aft Permits	5	\$3,000.00	\$3,000.00
Inactive Status	39	.00	\$3,900.00
TOTALS		\$78,000.00	\$106,900.00

Financial Impact from Fee Increases: \$28,900.00 Increased revenue

*The number of licensed NHA's will fluctuate year-to-year but historically, the average is 225 licensee's as with permits. Inactive status has increased this year.

**SUBSTANDARD CARE NOTICES/COMPLAINTS
FY2024**

West Virginia Nursing Home Administrator's Licensing Board

Fiscal Year 2024

July 1, 2023 thru June 30, 2024

Substandard Quality of Care Notices – Office of Health Facility Licensure and Certification

FY2024 #1 – Putnam Center – received from OHFLAC July 17, 2023.

Upon review of the substandard quality of care deficiencies, the 2567's with plans of correction, and the lack of response from the nursing home administrator, within the limit of 30 days; nor did he respond to the invitation to attend the scheduled Board meeting; a Consent Agreement was initiated by Board Attorney, Mark Weiler. Michael Herald, NHA, signed the Consent Agreement, but he did not meet the conditions within the signed agreement. Mr. Herald, is no longer employed at Putnam Center. He must appear before the Board before his license can be renewed. The Review Committee did not vote and Mr. Herald was informed by certified letter on April 24, 2024, with the Board stating the requirements within the Consent Agreement would need to be met with an appearance before the Board. at the November 16, 2023, meeting.

FY2024 #2 – Stonerise Berkeley Springs – received from OHFLAC July 17, 2023.

Upon review of the substandard quality of care deficiencies, the 2567's with plans of corrections, and the written response from the nursing home administrator, it was determined at the November 16, 2023 meeting, there was no violation of WV 21 CSR rules or the ACHCA Code of Ethics. The nursing home administrator was notified by letter. The Review Committee did not vote.

FY2024 #3 – Mountain View Care Center – received from OHFLAC September 1, 2023.

A certified letter was returned with no response from the nursing home administrator. It was noted by OHFLAC that the immediate jeopardy was dropped by CMS and OHFLAC. No further action was needed by the Board at the November 16, 2023 meeting.

FY2024 #4 – Autumn Lake Healthcare – received from OHFLAC February 1, 2024.

Upon review of the substandard quality of care deficiencies, the 2567's with plans of corrections, and the written response from the nursing home administrator, it was determined at the May 16, 2024, there was no violation of WV 21 CSR rules or the ACHCA Code of Ethics. The nursing home administrator was notified by letter. The Review Committee did not vote.

FY2024 #5 – Seneca Trail Healthcare – received from OHFLAC February 1, 2024.

Upon review of the substandard quality of care deficiencies, the 2567's with plans of corrections, and the written response from the nursing home administrator, it was determined at the May 16, 2024 meeting there was no violation of the WV 21 CSR rules or the ACHCA Code of Ethics. The nursing home administrator was notified by letter. The Review Committee did not vote.

FY2024 #6 – Putnam Center – received from OHFLAC February 1, 2024.

Upon review of the substandard quality of care deficiencies, the 2567's with plans of corrections, and the written response from the nursing home administrator, it was determined at the May 16, 2024 meeting there was no violation of the WV 21 CSR rules or the ACHCA Code of Ethics. The nursing home administrator was notified by letter. The Review Committee did not vote.

FY2024 #7 – Glasgow Nursing & Rehabilitation – received from OHFLAC February 28, 2024.

Upon review of the substandard quality of care deficiencies, the 2567's with plans of corrections, and the written response from the nursing home administrator, it was determined at the May 16, 2024 meeting there was no violation of the WV 21 CSR rules or the ACHCA Code of Ethics. The nursing home administrator was notified by letter. The Review Committee did not vote.

FY2024 #8 – Hopemont Hospital – received from OHFLAC March 29, 2024.

Upon review of the substandard quality of care deficiencies, the 2567's with plans of corrections, and the written response from the nursing home administrator, it was determined at the August 22, 2024 meeting there was no violation of the WV 21 CSR rules or the ACHCA Code of Ethics. The nursing home administrator was notified by letter. The Review Committee did not vote.

FY2024 #9 – Holbrook Health Care Center – received from OHFLAC April 1, 2024.

Upon review of the substandard quality of care deficiencies, the 2567's with plans of corrections, and the written response from the nursing home administrator, it was determined at the May 16, 2024 meeting there was no violation of the WV 21 CSR rules or the ACHCA Code of Ethics. The nursing home administrator was notified by letter. The Review Committee did not vote.

FY2024 #10 – Sistersville Center – received from OHFLAC May 31, 2024.

Upon review of the substandard quality of care deficiencies, the 2567's with plans of corrections, and the written response from the nursing home administrator, it was determined at the August 22, 2024, 6 additional hours of continuing education in State Reportables and Sexual Abuse were needed. The Review Committee did not vote; the nursing home administrator was notified by letter to have the hours completed by October 1, 2024.

FY2024 #11 – Worthington Healthcare Center – received from OHFLAC May 31, 2024.

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 August 22, 2024 meeting there was no violation of WV 21 CSR rules or the ACHCA Code of Ethics. The nursing home administrator was notified by letter with the Review Committee not voting.

FY2024 #12 – Beckley Healthcare Center – received from OHFLAC June 14, 2024.

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 August 22, 2024 meeting there was no violation of WV 21 CSR rules or the ACHCA Code of Ethics. The nursing home administrator was notified by letter with the Review Committee not voting.

FY2024 #13 – Heritage Center – received from OHFLAC June 26, 2024.

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 August 22, 2024 meeting, no violation of WV 21 CSR rules or the ACHCA Code of Ethics. The nursing home administrator was notified by letter with the Review Committee not voting.

FY2024 #14 – Wyoming Healthcare Center – received from OHFLAC June 28, 2024.

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 August 22, 2024 meeting the nursing home administrator would be required to take an additional 6 hours of State Reportables and Sexual Abuse by October 1, 2024. The nursing home administrator was notified by letter with the Review Committee not voting.

WEST VIRGINIA NURSING HOME ADMINISTRATOR'S LICENSING BOARD
FISCAL YEAR 2024
COMPLAINTS (5)

FY2024 #1C – A written complaint was received by mail on November 1, 2023, concerning the care of a relative at Valley Center Nursing Home in South Charleston, WV and Teays Valley Nursing Home, in Hurricane, WV. The incident was to have occurred in 2020.

With a recommendation given by the Office of Health Facility License and Certification, (OHFLAC) the letter was forwarded to them and accordingly was not under the West Virginia Nursing Home Administrators Licensing Board's purview. The person initiating the complaint was informed on November 3, 2023.

FY2024 #2C – A complaint was received from a relative residing at Pineville Manor, Pineville, WV, on February 19, 2024. Pineville Manor is an assisted living facility and those facilities are not under the purview of the Nursing Home Administrator's Licensing Board.

A letter of notification was sent to the person filing the complaint, February 21, 2024, with the complaint being forwarded to OHFLAC.

FY2024 #3C – A complaint was received from an employee at Mercer Healthcare Center, March 6, 2024, concerning the nursing home administrator and the employee. The complaint was not under the Nursing Home Administrator's Licensing Board purview, with the employee being notified by letter.

FY2024 #4C - A letter of complaint was received from the Director of Social Work at UK King's Daughters of Ashland, Kentucky, on June 6, 2024. The letter of complaint was in reference to a resident of Trinity Health Care of Mingo, Williamson, WV, naming the nursing home administrator in the complaint.

Upon interviewing the nursing home administrator, with detailed timelines and documentation of incidences that had occurred at the facility; it was determined at the August 22, 2024 meeting, no action was to be taken regarding the complaint. There was no violation of WV 21 CSR Rule or the ACHCA Code of Ethics.

The complainant and nursing home administrator were notified of the decision August 27, 2024. The Review Committee did not vote.

Complaints (cont.)

2

FY2024 #5C – A complaint regarding the care of a resident at Morgantown Healthcare Center and now deceased, was filed by the Mental Health Therapist on behalf of the resident, on June 27, 2024.

The complainant named the nursing home administrator of the facility. With the response from the administrator, and the Adult Protective Service Worker for WV Department of Human Services, it was determined there was no violation of WV 21 CSR rules or the ACHCA Code of Ethics, at the August 22, 2024 board meeting. The Review Committee did not vote. The complainant and the facility administrator were notified.

**LICENSES - PERMITS ISSUED
FY2024**

**GOVERNOR'S ANNUAL REPPORT
NURSING HOME ADMINISTRATOR'S LICENSING BOARD
FY2024 – Licenses & Permits Issued 7-2023 thru 6-30-24**

License or Permit	Number Issued
New NHA Licenses Issued	16
Licenses Renewed	227
Administrator-in-Training Permits	4
Temporary Permits	11
Emergency Permits	13
*Inactive Licenses (May be activated at any time With required continuing education hrs. No fee Is required until activated.	33
<p>License and Permit Fees:</p> <p>New license: \$600.00 Renewal of license: \$300.00 AIT Application/Permit: \$600.00 Temporary Permit: \$300.00 Emergency Permit: \$300.00</p> <p>*May be activated at any time with required continuing education hours. No fee is required until activated.</p>	

**CURRENT LICENSEES
FY2024**

FY2024 LICENSED NURSING HOME ADMINISTRATORS

First Name	Last Name	County	State	Zip Code	Lic. #
Deatra	Adkins	Cabell	WV	25705	872
Alexandria	Aguiar	Kanawha	WV	25302	1314
Patrick	Airson	Logan	OH	43138	1140
Tanatha	Amos	Jackson	WV	25275	944
Nicole	Anderson	Marion	WV	26588	1269
Madison	Bailey	Raleigh	WV	25832	1330
Christopher	Bailey	Somerset	PA	15501	1265
Christie	Bailey	Mercer	WV	24740	1173
Sonia	Bailey-Gibson	Monongalia	WV	26505	683
Amanda	Ball	Logan	WV	25601	1261
Staci	Banton	Greenbrier	WV	24901	1231
Nicole	Banzhoff	Berkeley	WV	25419	1246
Valerie	Barber	Marion	WV	26301	1313
Megan	Barbour	Anne Arundel	MD	21114	1114
George	Barker	Kanawha	WV	25309	1035
Gerald	Barnett	Columbiana	OH	43920	1323
Joshua	Barnette	Monongalia	WV	26508	1270
Dorlan	Baughman	Braxton	WV	26631	870
Jody	Belknap	Nicholas	WV	26651	1210
Ronald	Berlingo	Westmoreland	PA	15601	1279
Christina	Bernstein	Morgan	WV	25411	1072
Debra	Bess	Fayette	WV	25840	977
Frank	Bibbee	Jackson	WV	26164	1206
Julie	Bishop	Raleigh	WV	25801	1273
Pamela	Blankenship	Raleigh	WV	25801	771
Jonathan	Bolyard	Preston	WV	26542	1285
Angela	Booker	Raleigh	WV	25801	743
Debbie	Boord	Marion	WV	26576	1324
Heather	Borkoski	Belmont	OH	43718	1329
Aimee	Bragg	Fayette	WV	25812	799
Rebecca	Bramer-Dixon	Harrison	WV	26301	1100
Julie	Brenneman	Calhoun	WV	26151	1014
Cody	Brooks	Metcalfe	KY	42129	1239
Jennifer	Brooks	Wood	WV	26105	1276
Jason	Bucher	Heath Township	MI	49419	1026
Ashlee	Bullock	Loudoun	VA	20180	1182
Eilish	Burner	Greenbrier	WV	20175	1288
Kathy Ann	Byers	Monongalia	WV	26508	1158
Denise	Campbell	Randolph	WV	26241	929
Connie	Cantrell	Kanawha	WV	25312	900
Linda Sue	Carter	Vinton	OH	45686	1190
Michael	Caruso	Ohio	WV	26003	889
Samantha	Cason	Marion	WV	26554	1233
Shannon	Castor	Dorchester	OH	45772	1183

Brandon	Chadock	Tyler	WV	26175	1245
Juanita	Chapman	Raleigh	WV	25801	1221
Brian	Chapman	Raleigh	WV	25813	990
Jennifer	Chipps	Harrison	WV	26456	1302
Stephanie	Clay	Summers	WV	25962	1291
Stephanie	Cleland	Meigs	OH	45771	934
Beth	Clevenger	Tucker	WV	26292	744
Bonnie	Cogar	Nicholas	WV	26651	949
Mary Christine	Colombo	Marshall	WV	26039	1162
Stefanie	Compton	Mercer	WV	24739	1195
David	Conaway	Wood	WV	26101	794
Stacey	Cook	Boyd	KY	41102	1224
Mariah Nicole	Cook	Putnam	WV	25526	1251
Cindy	Cooper	Cabell	WV	25705	963
Gregory	Costello	Wood	OH	43551	821
Shelda	Cox	Summers	WV	25951	1104
Michele	Crandall	Marion	WV	26554	1106
Joshua	Crist	Fayette	WV	25812	1250
Shala	Currey	Marion	WV	26554	1317
Sarina	Cutlip	Monongalia	WV	26501	1201
George	Dakovic	Ohio	WV	26003	328
Lora	Dawson	Lincoln	WV	25524	1081
Brooke	Dempsey	Raleigh	WV	25840	1217
Tricia Calemine	Dolan	Harrison	WV	26408	1138
Phillip	Donnelly	Monongalia	WV	26501	971
Shannon	Dorsey-Dunlap	Kanawha	WV	25202	1257
Cassidy	Duffer	Cabell	WV	25705	1331
Jason	Dunigan	Kanawha	WV	25071	1131
Jessica	Eastridge	Kanawha	WV	25302	1295
Eric	Eberhart	Monongalia	WV	26508	1004
Shawn	Eddy	Kanawha	WV	25313	729
Angela	Edwards	Meigs	OH	45771	1099
Linlee	Eidell	Randolph	WV	26253	447
Shasta	Eidell	Randolph	WV	26253	424
Helen Lynn	Elliott	Fayette	WV	25036	1006
Amanda	Eskew	Cabell	WV	25705	1262
Kari	Evans	Grant	WV	26833	1189
Robin	Eye	Randolph	WV	26283	1305
Marcy	Farinacci	Monongalia	WV	26508	1208
Shawn	Farley	Kanawha	WV	25311	1243
Scott	Fehr	Belmont	OH	43950	1274
Teiranee	Ferrante	Kanawha	WV	25313	1234
Mary	Ferrell	Fayette	WV	25840	790
Matthew	Fife	Mercer	WV	24739	1039
Mary	Findley	Meigs	OH	45771	742
Pamela	Fink	Mercer	WV	24740	1033
Linda	Fisher	Monongalia	WV	26508	187

Lacey	Flakes	Stark	OH	44709	1298
Sherry A.	Foltz	Wyoming	WV	24870	1197
Tanya	Ford	Raleigh	WV	25901	1169
Thomas	Foster	Centre	PA	16823	1318
Jessica	Fowler	Kanawha	WV	25312	1141
Scott	Fox	Allegheny	PA	15215	866
James D.	Fox	Hancock	WV	26034	806
Pamela Brooke	Francis	Marshall	WV	26033	1218
Dorothy	Frazier	Lincoln	WV	25506	1204
Faith	Funderburk	Putnam	WV	25526	1184
Dominique	Fusco Davis	Marion	WV	26554	1280
Steven	Gardner	Putnam	WV	25143	997
Cynthia	Garinger	Wayne	WV	25530	1160
Brandon	George	Fayette	PA	15401	1137
Ashley	Gooch	Marion	WV	26582	1294
Michael D.	Gore	Cabell	WV	25541	985
Dana	Gould	Barbour	WV	26238	1301
Jeffrey	Grewell	Coshocton	OH	43812	1116
Charles	Griffith	Berkeley	WV	25411	1040
Kathy	Haddon	Brooke	WV	26070	468
Pauline	Haines	Hardy	WV	26836	1089
Sue	Hampson	Mineral	WV	26753	1000
Trista	Hamrick	Grant	WV	26270	1202
Rodney L.	Hannah	Jackson	WV	25271	481
Jo Clare	Hanshew	Fayette	WV	25812	1013
Nathan	Hanshew	Greenbrier	WV	24938	1145
Trevor	Harman	Grant	WV	26847	1275
Beth	Harris	Marion	WV	26554	924
Ashlee	Hedrick	Grant	WV	26833	1249
Pamela	Hedrick	Upshur	WV	26201	1212
Megan	Heffner	Berkeley	WV	25404	1319
Jacob	Helman	Frederick	VA	22601	1232
Michael	Hicks	Monongalia	WV	26505	869
Deborah	Hill	Raleigh	WV	26679	412
Stephanie	Hilling	Monongalia	WV	26508	1322
Rose	Holicker	Randolph	WV	26241	1328
Sara	Holler	Allegany	MD	21550	1211
Timothy	Holster	Fayette	WV	25840	1287
Brenda	Holster	Fayette	WV	25840	864
Tia	Hovatter	Monongalia	WV	26508	1103
John	Huddleston	Putnam	WV	25526	1235
Tammy	Huffman	Gilmer	WV	26351	1307
Marc	Hunter	Loudoun	VA	20165	1296
Julie	Huron	Cabell	WV	25701	1179
Shayne	Hutchinson	Cumberland	PA	17055	954
Patricia	Ingram	Fayette	WV	25812	1069
Cara-Lyn	Janeczko	Marshall	WV	26003	1175

April	Jefferys	Monongalia	WV	26501	1300
Jennifer	Jeffrey	Putnam	WV	25526	1052
Heather	Jewell	Belmont	OH	43950	1320
Luis	Jimenez	Berkeley	WV	25420	1321
Sharon	Johnson	Raleigh	WV	25801	184
Sheila	Jones-Marino	Monongalia	WV	26508	816
Rebecca Marie	Jude	Cabell	WV	25702	1200
Isaac	Judy	Monroe	WV	24983	1277
Katrina	Kappen	Putnam	WV	25560	1327
Benjamin	Katsevich	Washington	PA	15312	1268
Matthew	Keefer	Galia	OH	45631	777
Thomas	Kelley Jr.	Putnam	WV	25526	725
Tammy	Keough	Harrison	WV	26330	1147
Joshua	Kidd	Kanawha	WV	25309	1226
Todd A.	Kimble	Jackson	WV	25271	1181
Donald	Kirsch	Ohio	WV	26003	283
Christina	Kittle	Barbour	WV	26250	1253
Deanna	Kramer	Kanawha	WV	25301	462
Randall	Kropp	Pendleton	WV	26807	1290
Michelle	Lane-Gaydos	Calhoun	WV	25235	1213
Crystal	Larson	Pocahontas	WV	24834	1059
Anthony	Larson	Pocahontas	WV	24934	913
Karen	Lawson	Jackson	WV	26164	463
Alvin	Lawson	Jackson	WV	26164	754
Travis	Lewis	Boyd	KY	41101	1316
Denise	Madden	Raleigh	WV	25825	1308
Michele	Magnus	Garrett	MD	21561	892
Alyssa	Maker-Lawal	Grafton	NH	3561	1292
Kelley	Marcum	Boyd	KY	41129	1299
Jennifer	Marrs	Mercer	WV	24701	1229
Christopher	Marshall	Monongalia	WV	26508	1123
Cheryl	Martin	Fluvanna	VA	22963	1289
Nancy	Mason	Berkeley	WV	25401	861
Joseph	Mason	Georgetown	SC	29576	467
Amy	Maxwell	Howard	MD	20777	1177
Christopher	McBee	Wood	WV	26105	1053
James	McBurney	Kanawha	WV	25505	1076
Robert	McClintic, II	Greenbrier	WV	24986	1152
Teresa	McCormick	Lewis	WV	26378	975
Thomas	McCracken	Ohio	WV	26003	1168
Andrea	McKinney	Wyoming	WV	25928	1309
Tomi	McMillian	Putnam	WV	25143	1167
Jay Michael	Miller	Wood	WV	26104	1199
Michael	Miller	Wood	WV	26104	159
Diane	Miller	Ohio	WV	26059	1130
Kimberly	Mitchell	Kanawha	WV	25304	1079
Judith	Mohr	Kent	DE	19954	922

Cherie	Moore	Wood	WV	26181	923
Carlene	Moore	Marion	WV	26570	856
Haley	Moore	Kanawha	WV	25304	1223
Hannah	Moore	Wirt	WV	26143	1312
Charles	Morgan	Wood	WV	26105	1236
Susan	Moten	Raleigh	WV	25918	1142
Morgan	Murphy	Ohio	WV	26003	1219
Matthew	Murray	Hancock	WV	26034	1082
Aaron	Myers	Hancock	WV	26034	1286
Julie	Mylar	Cabell	WV	25705	1196
Joseph	Neil	Nicholas	WV	26651	698
Terri	Nelson	Logan	WV	25601	1042
Kelly	Nibert	Meigs	OH	45779	1214
Argil Waine	Nicholson	Doddridge	WV	26456	1283
Ashley M.	Onyewuchi	Kanawha	WV	25312	1157
Jennifer	Pagliari	Marion	WV	26554	899
Tammy Jo	Painter	Kanawha	WV	25312	385
Crystal	Parks	Mercer	WV	24740	1326
Lee Ann	Parsons	Kanawha	WV	25202	841
Kourtney	Pennington	Mercer	WV	24740	1180
Ursula	Perry	Kanawha	WV	25314	1315
Jo	Peterson	Monongalia	WV	26508	1121
Angela	Peterson	Mercer	WV	24740	1083
Clarissa Dawn	Phillips	Randolph	WV	26260	1306
Tara	Pletcher	Ohio	WV	26003	1155
Matthew	Poorman	Kanawha	WV	25320	1125
Joseph	Prest	Raleigh	WV	25901	1148
Jessica	Price	Monroe	OH	43793	1166
Stacy	Pridemore	Fayette	WV	25938	1135
John	Pritt	Preston	WV	26764	1238
Kristine	Provan	Adams	VA	43110	912
Stori	Pugh	Mercer	WV	24740	1293
Rhonda	Quattrochi	Hancock	WV	26062	395
James	Ragland	Logan	WV	25601	914
Melissa	Raynes	Pulaski	KY	42579	1020
Kirstin	Reed	Washington	OH	45750	1282
Sherri	Reed	Lewis	WV	26452	1122
Casey	Richards	Allegheny	PA	15071	1163
Susan	Richmond	Raleigh	WV	25801	1258
James	Rife, Sr.	Johnson	TN	37640	1170
Patricia	Roan	Kanawha	WV	25303	1061
Terri	Rodeheaver	Allegheny	MD	21531	1281
Matthew	Rutherford	Kanawha	WV	25305	1113
Candy	Sanchez	Kanawha	WV	25015	1133
Eppie	Saunders	Mercer	WV	24740	1264
Hannah	Sayre	Raleigh	WV	25880	1311
Shannon	Schultheis	Wood	WV	26142	1008

Ashley	Scott	Cabell	WV	25541	1115
Amanda	Scott	Hancock	WV	26062	1255
Joseph	Seese	Preston	WV	26537	1149
Keith	Sexton	Raleigh	WV	25918	469
Tara	Shaver	Randolph	WV	26253	1187
Sherry	Shires	Monroe	WV	24963	1278
Stephanie	Shoemaker	Mineral	WV	26726	1272
Ricky	Shrewsbury	Summers	WV	25951	1049
Dr. Jeffrey	Shrewsbury	Pendleton	WV	26815	1260
Jo Ann	Smith	Putnam	WV	25526	1237
Clayton	Smith	Logan	WV	25601	1297
Jeffrey	Smith	Kanawha	WV	25314	1018
Michelle	Smith	Mineral	WV	26719	989
Ronnie	Smith, Jr	Cabell	WV	25504	1156
Kimberly	Smoot	Logan	WV	25639	1310
Aaron	Snodgrass	Mason	WV	25123	1084
Annica	Stansberry	Putnam	WV	25526	939
Christina A.	Starcher	Jackson	WV	25276	1164
Belinda	Stear	Nicholas	WV	26679	1062
Gregory	Stephens	Wood	WV	26181	693
Spencer	Stevens	Kanawha	WV	25306	1254
Shannon	Stewart	Raleigh	WV	25801	1304
Joshua	Stone	Kanawha	WV	25314	1230
Kristen	Stotler	Brooke	WV	26070	1065
Patricia	Stover	Duval	FL	32246	998
Bradley	Stump	Raleigh	WV	25825	1209
Patricia	Summerfield	Barbour	WV	26405	1154
Roberta	Swan	Harrison	WV	26404	1303
Christine	Tarr	Ohio	WV	26059	1022
Katrina	Taylor	Berkeley	WV	25404	1070
Robin	Taylor	Pocahontas	WV	24954	1215
Drema	Thompson	Hall	GA	30566	999
Connie	Tomshack	Brooke	WV	26035	943
Kimberly	Toney	Lincoln	WV	25003	822
Melanie	Torok	Jefferson	OH	43939	1247
Joseph	Triana	Jackson	WV	25245	836
Matthew	Tucker	Kanawha	WV	25304	1088
Angela	Urse	Marion	WV	26554	1256
Oodayyun	Wagoner	Barbour	WV	26250	1078
Danelle	Wandling	Mason	WV	25550	1220
Rachel	Weikle	Monroe	WV	24983	1259
Brewier	Welch	Clermont	OH	45106	1267
Stacy	Wellman	Taylor	WV	26354	1075
Ashley	Wensyel	Ohio	WV	26003	1325
Diana L.	White	Upshur	WV	26267	920
Lisa	White	Harrison	WV	26330	761
Laura	Wiley	Mercer	WV	24712	1111

Angel	Williams	Greenbrier	WV	24976	1007
Mischelle	Williams	Raleigh	WV	25880	1271
Brandon	Williams	Fayette	WV	25901	1153
Denise	Worley	Raleigh	WV	25801	887
Randy	Wright	Wood	WV	26187	960