



WV NURSING HOME ADMINISTRATORS LICENSING BOARD

P.O. BOX 522

WINFIELD, WEST VIRGINIA 25213

PHONE (304) 586-4070

FAX (304) 586-4079

December 1, 2020

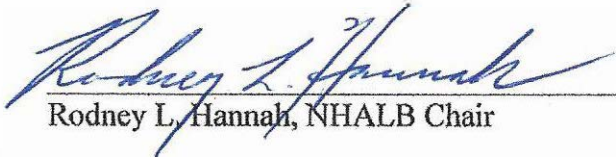
The Honorable Jim Justice
State Capitol Building
1900 Kanawha Blvd. East
Charleston, WV 25305

Dear Governor Justice:

Re: Annual Report FY2020

We have hereby read this report and certify it acceptable to the best of our knowledge.

Respectfully,

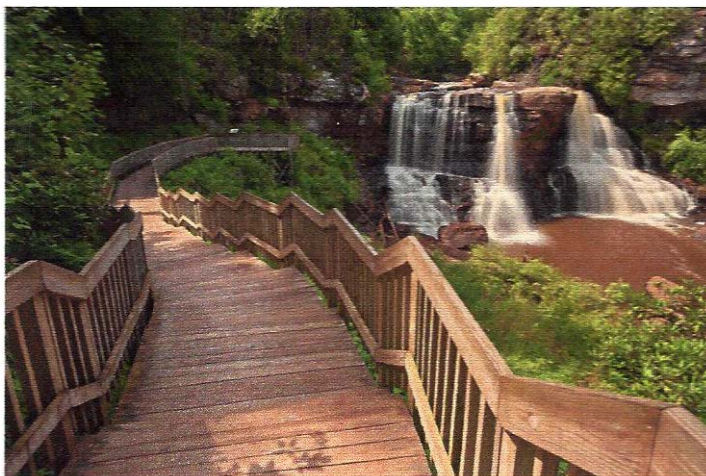

Rodney L. Hannah, NHALB Chair


Denise L. Campbell

Denise L. Campbell, NHALB Secretary

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

2020 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

TABLE OF CONTENTS

CURRENT BOARD MEMBERS	I.
ORGANIZATIONAL CHART	II.
BOARD HISTORY – MISSION STATEMENT	III.
AGENDAS/MEETING MINUTES	IV.
FINANCIAL STATEMENT FY2020	V.
SUBSTANDARD CARE – NOTICES/COMPLAINTS	VI.
LICENSEES BY COUNTY	VII.
CURRENT LICENSEES	VIII.

CURRENT BOARD MEMBERS

BOARD MEMBERS

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

Roberta Kay Cottrill, Board Member
2159 River Bend Road
Lost Creek, WV 26385

Denise Campbell, Secretary
395 Maple Lane
Elkins, WV 26241

Beverly Jezioro, Citizen Member
1467 Sand Ridge Road
Flemington, WV 26347

Joan Armbruster, Citizen Member
87 Piper Lane
Davis, WV 26260

Roger Topping, Board Member
1016 Meador Street
Princeton, WV 24740

Daniel Bucher, Board Member
PO Box 261
Harman, WV 26270

Veronica S. Cummings, Exec. Dir.
PO Box 595
Winfield, WV 25213

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.

ORGANIZATIONAL CHART

WV NURSING HOME ADMINISTRATOR'S LICENSING BOARD
Rodney Hannah, Board Chair, NHA

Appointed Members

Roger Topping, NHA

Dan Bucher, NHA, BSW

Kay Cottrill, NHA, LSW, BA Psvch.

Denise Campbell, Secretary DNP, MSN, RN, NHA

Joan Armbruster, RN, MS, Citizen Mbr.

Beverly Jezioro, RN Citizen Mbr.

Dr. Ayne Amjad, MD, MPH DHHR Ex-Officio, Non-Voting Mbr.

Board Staff

Veronica S. Cummings, BS Executive Director

BOARD HISTORY

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

AGENDA

August 22, 2019

11 a.m.

- (Tab 1) Call to Order:** 11:20 a.m. – Kay Cottrill, Chair
- (Tab 2) Members Present:** Kay Cottrill, Denise Campbell, Secretary, Dan Bucher, Roger Topping, Rodney Hannah, Beverly Jezioro, Joan Armbruster
- (Tab 3) Others Present:** Veronica Cummings, ED, Prof. Raymond Alvarez, Fairmont State University, graduate student
- (Tab 4) FSU – HCM Master’s Program:** Raymond Alvarez presented to the board the Plan for a 500 hr. externship in directed long term care administration as part of a Master’s degree in Healthcare Management. A survey is planned with input suggested by Prof. Alvarez to be the NHALB, licensed nursing home administrators and others with expertise in post-acute care. With the results from the survey, a summary would be presented to the NHALB for further discussion on how the externship would be arranged and monitored by a faculty member as well as a designated administrator at a later date.
- (Tab 5) Previous Minutes:** Minutes of May 23, 2019 Meeting/Conference Call 5/30/19 and June 18, 2019 Conference Call with motion made by Rodney Hannah and seconded by Joan Armbruster to approve as written. Motion carried.
- (Tab 6) Financials:** FY2019 Financial Statement/P-Card Purchases FY2020 Budget
- (Tab 7) Applicants by Exam:**
- Joshua Crist
Christina Mullenax
Charles Morgan, *Pending
Mariah Naylor
David Richards
Jo Ann Smith

(Tab 8) Reciprocity Applicants:

**Samantha Cason, KY
Deborah Stoffel, VA, NC**

(Tab 9) SQC Surveys:

**FY#122019 Summersville Regional Medical Center,
Joseph Neil, NHA**

**FY#132019 Morgantown Health and Rehabilitation Center
Matthew Moore, NHA (less than 1 yr.), Misty Spiroff, NHA
(previous NHA)**

FY#122020 Eastbrook Center, Robin Sutphin, NHA

(Tab 10) Revision of AIT Reports

**(Tab 11) Retention and Destruction of SQC Files/applicant files/
personnel files/financial files/e-mails-legal files**

**(Tab 12) NAB Convention Delegate – highlights
Retention policy update of alignment with State Retention
Policy
Internship requirements for accredited college programs**

Meeting Adjournment

NEXT BOARD MEETING: November 14th or November 21st



WV NURSING HOME ADMINISTRATORS LICENSING BOARD

P.O. BOX 522

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MEETING MINUTES

August 22, 2019

- (1) **Call to Order:** The meeting of the NHAL Board was called to order at 11:20 a.m. by Kay Cottrill, Chairman.
- (2) **Members Present:** Kay Cottrill, Denise Campbell, Secretary, Dan Bucher, Roger Topping, Rodney Hannah, Beverly Jezioro, Joan Armbruster
- (3) **Others Present:** Veronica Cummings, Executive Director, Prof., Raymond Alvarez, Fairmont University, graduate assistant
- (4) **Fairmont Univ. MA – Healthcare Management:** Raymond Alvarez presented to the board the plan for a 500 hr. practicum in directed long term care administration as part of a Master's degree in Healthcare Management. A survey is planned with input suggested by Professor Alvarez to be the NHALB, licensed administrators and others with expertise in post-acute care. With the results from the survey, a summary would be presented to the NHALB for further discussion on how the internship would be arranged and monitored by a faculty member as well as a designated administrator at a later date.
- (5) **Previous Minutes:** Minutes of May 23, 2019 meeting approved with a motion made by Rodney Hannah and seconded by Joan Armbruster. Motion carried.
- Conference Call:** May 30, 2019 SQC Survey, Riverside Health & Rehabilitation, Dee Kramer, NHA. Minutes approved as written.
- Conference Call:** June 18, 2019 SQC Survey, Cedar Ridge, Thomas Kelley, Jr., NHA. Minutes approved as written.
- (6) **Financial Statement/ P-Card Purchases:** Financial statement from July 1, 2018 thru June 30, 2019 had a beginning balance of \$123,432.98 with expenditures of \$97,069.18, deposits of \$73,350.00 with a final balance of \$99,713.80. P-Card expenditures were \$1,522.21. Financial and P-Card expenditures were accepted as written. FY2020 Budget was presented with a request by Rodney Hannah for a 5-year report on license trends for nursing home administrators to assist in keeping abreast of revenue. FY2020 budget was accepted with a motion by Rodney Hannah and seconded by Beverly Jezioro. Motion carried.
- (7) **Applicants by Exam:** Joshua Crist – was approved to sit for the exams with motion made by Dan Bucher and seconded by Joan Armbruster. Motion carried.

Christina Mullenax was approved to sit for the exams. Motion was made by Rodney Hannah and seconded by Joan Armbruster. Motion carried.

Charles Morgan was not approved to sit for the exams until after the completion of his 6 months of administrative experience as Person-in-Charge at Care Haven Nursing Home, November 13, 2019. Motion was made by Joan Armbruster and seconded by Denise Campbell. Motion carried.

Mariah Naylor was approved to sit for the exams. Motion was made by Dan Bucher and seconded by Rodney Hannah. Motion carried.

David Richards was approved to sit for the exams. Motion was made by Dan Bucher and seconded by Roger Topping. Motion carried.

Jo Ann Smith was approved to sit for the exams. Motion was made by Rodney Hannah and seconded by Joan Armbruster. Motion carried.

(8) Reciprocity Applicants:

Samantha Cason, licensed in Kentucky, was approved to sit for the State exam. Motion was made by Dan Bucher and seconded by Joan Armbruster. Motion carried.

Deborah Stoffel, licensed in Virginia and previously licensed in West Virginia, was approved to sit for the State exam. Motion was made by Denise Campbell and seconded by Beverly Jezioro. Motion carried.

(9) SQC Surveys:

A notice of substandard quality of care deficiencies was received from OHFLAC for Summersville Regional Medical Center, Joseph Neil, NHA – May 9, 2019. **(FY#122019)**

Upon review of the 2567 deficiency report, the 2567 plan of correction and the letter of response from the nursing home administrator, the review committee did not find any violation of WV 21 CSR rules or the ACHCA Code of Ethics. The board concurred with the findings of the Review Committee, Kay Cottrill and Dan Bucher with Joan Armbruster's motion to accept the recommendations and seconded by Rodney Hannah. Motion carried with the review committee not voting.

A notice of substandard quality of care deficiencies was received from OHFLAC for Morgantown Health and Rehabilitation Center with Matthew Moore, NHA less than one year, and Misty Spiroff, NHA, previous to Mr. Moore, May 9, 2019. **(FY#132019)**

Upon review of the 2567 deficiency report, the 2567 plan of correction, and the letters of response from the nursing home administrators, the review committee did not find any violation of the WV 21 CSR rules or the ACHCA Code of Ethics. Joan Armbruster made motion to accept the recommendations with a second by Beverly Jezioro. Motion carried with the review committee not voting.

A notice of substandard quality of care deficiencies was received from OHFLAC for Eastbrook Center, Robin Sutphin, NHA, July 19, 2019. (FY#12020)

Upon review of the 2567 deficiency report, the 2567 plan of correction and the letter of response from the nursing home administrator, the review committee did not find any violation of the 21 CSR rules or the ACHCA Code of Ethics. Rodney Hannah made motion to accept the recommendation from the review committee with a second from Roger Topping. Motion carried with the review committee not voting.

- (10) **Revisions AIT Reports:** Added to the Preceptors Quarterly Reports for Administrator-in-Training was the notation of 1000 hours/250 hours per report (4) in addition to a place for the printed name and signature. A verification form will be submitted with the 4th quarter AIT report that the AIT has worked a minimum of 1000 hours and that if asked by the Board, the hours could be verified by payroll or other such records.
- (11) **SQC Retention/
Destruction
Policy #8-2019:** The policy for retention and destruction of SQC files received from OHFLAC was accepted with a motion from Joan Armbruster and seconded by Denise Campbell. Files will be maintained according to the WV State Record Retention & Disposal Guidelines 4.4.004 as follows: All files pertinent to the alleged substandard quality of care in a licensed nursing facility, will be retained in the Board office for the current year plus six years. The Board, at its discretion, may order cases closed with all files destroyed by shredding. Such action will be considered at a duly called board meeting with the decision recorded in board minutes. The Executive Director of the WVNHALB will maintain a list of all such destroyed files with the name of the administrator, nursing facility receiving the deficiency, the exit date of the survey, date of the decision of action or inaction of the WVNHALB, and the date the files were destroyed. The list will be a permanent file in the Board office. Motion carried and **Policy #8-2019 SQC Retention/Destruction Files** was accepted.

(11) Topics of Discussion:

Denise Campbell, Secretary and delegate to the NAB Convention held in Charleston, SC. June 12-14, 2019, gave highlights of the meetings. A report from Virginia's Healthcare Workforce Data Center discussed the aging population and average age of NHA's.

The Health Services Executive endorsement assists in the portability of licensure from state-to-state and is being adopted by many states.

The Continuing Ed Registry was also highlighted with this being a free file space for NHA's to keep their CEU's for renewing their licenses, enabling multiple state licensure reports to be sent efficiently by the administrator.

The Mid-Year NAB Convention will be held in Las Vegas, Nevada, November 12-14. Veronica Cummings, Executive Director, will be in attendance. All expenses for the trip will be provided by NAB.

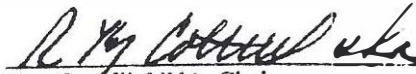
Retention policy of office records is being worked on and will be in alignment with the State Retention Policy.

Internship requirements for accredited college programs discussed with perhaps having a board policy on minimum requirements. Further discussion to follow at the next meeting.

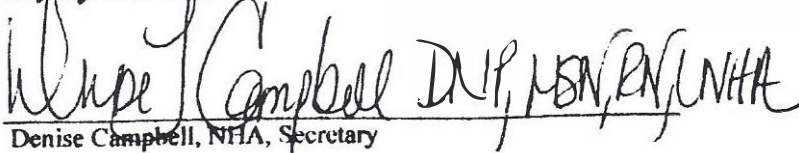
Adjournment: With no further business, Roger Topping made a motion to adjourn at 1:50 p.m., seconded by Rodney Hannah. Motion carried.

The next meeting is scheduled for November 21, 2019 at 11 a.m. within the Blessed John Pastoral Center.

Respectfully submitted,



Kay Contrill, NHA, Chair



Denise Campbell, NHA, Secretary

AGENDA
November 21, 2019
11 a.m.

Call Meeting to Order – Kay Cottrill, Chair

- (Tab 1) Minutes of August 22, 2019**
- (Tab 2) Employee Appraisal – Executive Session**
- (Tab 3) FY2020 Financial Statement/P-Card Purchases**
- (Tab 4) Internship Policy**
- (Tab 5) Request 3 month extension to test – Brandon Chadock**
- (Tab 6) Applicants by Exam: (7)**
- Monica Brown**
Shawn Farley
Ronald Jason Hill
Ashlee Ketterman
Richard Oliver
Charity Sayre
Mary Urse
- (Tab 7) Reciprocity Applicants: (2)**
- Cody Brooks**
Ritha Humphrey Leatherbury
- (Tab 8) AIT Applicant:**
- Melanie Torok – David Conaway, Preceptor**
- (Tab 9) Records Retention and Disposal Schedule**
- (Tab 10) AIT Externship Overview – Fairmont University**
- (Tab 11) SQR**
- Salem Center – Jo Peterson, NHA**
- Glasgow Health & Rehab. Center – Patricia Roan, NHA**

(Tab 12)

Topics for Discussion

Due to the passage of SB396 and HB118 our CSR21-1 has been amended to comply with the bills, and up for public comment until November 25, 2019 at 4:30 p.m. The documents for Agency Approval will be submitted November 26, 2019.

Audit FY2020

Website updates: FAQ's, Minutes, the Agenda will be included with this meeting going forward, link to Annual Reports coming soon

Attorney comment on minutes on website/comments

Auditor's Seminar highlights



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MEETING MINUTES

November 21, 2019

- Call to Order:** The meeting of the NHAL Board was called to order at 11:00 a.m. by Kay Cottrill, Chairman.
- (1) Members Present:** Kay Cottrill, Denise Campbell, Secretary, by phone, Dan Bucher, Rodney Hannah, Joan Armbruster, and Beverly Jezioro
- (2) Others Present:** Veronica Cummings, Executive Director
- (3) Absent:** Roger Topping
- (4) Employee Appraisal:** Dan Bucher made a motion to go into executive session for discussion of Executive Director's appraisal, with her leaving the room. At 11:40 p.m., Dan Bucher made motion to come out of executive session and continue the meeting. The appraisal was discussed with Veronica Cummings at the close of the meeting, with the Board Chair in areas exceeding expectations and those areas meeting expectations. Due to the Governor granting raises to State employees two years in a row, a merit raise was not granted but would be considered in one year.
- (5) Previous Minutes:** Minutes of August 22, 2019 meeting approved with a motion made by Dan Bucher and seconded by Beverly Jezioro Motion carried.
- (6) Financial Statement/
P-Card Purchases:** Financial statement from July 1, 2019 thru Nov. 21, 2019, had a beginning balance of \$99,713.80 with expenditures of \$36,584.06, deposits of \$33,950.00 with a final balance of \$97,079.74. P-Card expenditures were \$1,031.26. Dan Bucher made motion to accept the financial and P-Card expenditures with a second by Joan Armbruster. Motion carried. As requested by Rodney Hannah, a 5-year report on license trends for nursing home administrators to assist in keeping abreast of revenue. The trend has remained the same with the exception of an increase in licenses for FY2019. The increase is trending in that direction for FY2020 as well.

- (7) Internship Policy:** Policy and Procedure for College Internships was approved, requiring a minimum of 160 hours of internship training within a licensed nursing home under the direction of a licensed nursing home administrator. The internship program must be an approved, formal element of the college program with documented areas of study outlined in the said policy. Dan Bucher made motion to accept the policy with a second by Rodney Hannah. Motion carried.
- (8) Extension to test:** Brandon Chadock requested a three month extension to test for the NAB exam. Beverly Jezioro made motion to accept the request, with a second by Joan Armbruster. Motion carried.
- (9) Applicants by Exam:** Monica Brown – was approved to sit for the exams with motion made by Dan Bucher and seconded by Joan Armbruster. Motion carried.
- Shawn Farley was approved to sit for the exams. Motion was made by Rodney Hannah and seconded by Dan Bucher. Motion carried.
- Ronald Jason Hill was approved to sit for the exams. Motion was made by Rodney Hannah and seconded by Joan Armbruster. Motion carried.
- Ashlee Ketterman was approved to sit for the exams, with Dan Bucher leaving the room prior to the discussion due to being affiliated with her facility of employment. Motion made by Joan Armbruster to approve her and seconded by Beverly Jezioro. Motion carried. Dan Bucher returned to the meeting.
- Richard Oliver, II was not approved to sit for the exams due to not having the required 1000 hours of management experience or an internship provided by the college granting his degree. It was suggested that he enroll in the AIT Program with an approved preceptor for the required hours. Motion was made by Joan Armbruster and seconded by Rodney Hannah. Motion carried.
- Charity Sayre was approved to sit for the exams. Motion was made by Dan Bucher and seconded by Joan Armbruster. Motion carried.
- Mary Urse was approved to sit for the exams. Motion was made by Rodney Hannah and seconded by Joan Armbruster. Motion carried.

- (10) Reciprocity Applicants:** Cody Brooks, licensed in three states, was approved to sit for the State exam. Motion was made by Joan Armbruster, seconded by Beverly Jezioro. Motion carried.
- Ritha Humphrey Leatherbury, licensed in two states, was approved to sit for the State exam. Motion made by Dan Bucher and seconded by Rodney Hannah. Motion carried.
- (11) AIT Applicant:** Melanie Torok was approved to participate in the AIT program with David Conaway, NHA, as her preceptor at Peterson Healthcare & Rehabilitation in Wheeling, WV. Dan Bucher made motion to approve the application and seconded by Joan Armbruster. Motion carried.
- (12) Records Retention/ Disposal Schedule** A Records Retention/Disposal Schedule was presented by Roberta Kay Cottrill that meets State guidelines. All files will be reviewed for appropriate action of disposal and/or retention with Board approval in following guidelines of the State. Motion was made to approve by Rodney Hannah and seconded by Beverly Jezioro. Motion carried.
- (13) AIT Externship Fairmont Univ.** Fairmont Universities AIT Externship Program, presented at a previous board meeting by Raymond Alvarez, Visiting Professor; was accepted as meeting the criteria for hours received in an internship program and also offering an additional geographic area for students. Motion was made by Joan Armbruster and seconded by Dan Bucher. Motion carried.
- (14) SQC Surveys:** A notice of substandard quality of care deficiencies was received from OHFLAC for Salem Center, Jo Peterson, NHA, August 5, 2019-FY2-2020.
- Upon review of the 2567 deficiency report, the 2567 plan of correction and the letter of response from the nursing home administrator, the review committee did not find any violation of WV21-CSR rules or the ACHCA Code of Ethics. The board concurred with the findings of the Review Committee, Kay Cottrill and Dan Bucher with Rodney Hannah's motion to accept the recommendations and seconded by Beverly Jezioro. Motion carried with the review committee not voting.
- A notice of substandard quality of care deficiencies was received from OHFLAC for Glasgow Health and Rehabilitation Center with Patricia Roan, NHA, August 5, 2019-FY3-2020.

SQC Surveys (cont.)

Upon review of the 2567 deficiency report, the 2567 plan of correction, and the letter of response from the nursing home administrator, the review committee did not find any violation of the WV21-CSR rules or the ACHCA Code of Ethics. Joan Armbruster made motion to accept the recommendations, seconded by Beverly Jezioro. Motion carried with the review committee not voting.

A notice of substandard quality of care deficiencies was received from OHFLAC for Willows Center, Judith Mohr, NHA, less than one year and Aaron Snodgrass, NHA previously, August 28, 2019-FY4-2020. Due to notice from OHFLAC, CMS reduced the tag, with the Board no longer needing to review, Rodney Hannah made motion to close the file, seconded by Joan Armbruster. Motion carried with review committee not voting.

(15) Topics of Discussion:

Passage of SB396 and HB118 our CSR21-1 amended with Public Comment ending November 26, 20109.

Three boards will be audited during FY2020, with the WVNHALB being one.

Website updates have been made to make the Board's site more user-friendly.

Mark Weiler, Attorney said that the minutes listed on our website with specific names, would not present a problem.

Auditor's Seminar, October 29, 2019, highlights given, with copies of handouts available upon request.

Adjournment: With no further business, Kay Cottrill, Board Chair adjourned at 1:20 p.m.

The next meeting is scheduled for February 27, 2020 at 11 a.m. within the Blessed John Pastoral Center.

Respectfully submitted,


Roberta Kay Cottrill, NHA, Chair


Denise Campbell, NHA, Secretary



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MINUTES OF ELECTRONIC VOTE EXTENSION OF TEMPORARY PERMIT

January 16, 2019~~20~~ *20*

Due to the timing of a scheduled meeting of the West Virginia Nursing Home Administrator's Licensing Board on February 27, 2020, and the expiration date of February 10, 2020 for Temporary Permit #850 issued to Nicole Banzhoff, the Board voted electronically to extend the permit until March 6, 2020. The extension of the Temporary Permit #850, allows review of the Application for Reciprocity and gives Ms. Banzhoff time to take the state exam.

Ms. Banzhoff has all required documents in her file and is currently licensed in Maryland and Pennsylvania. According to §21-1-5.5a of 21CSR1 rule, the temporary permit may be renewed at the discretion of the Board.

Board members voting to extend the Temporary Permit #850 for Nicole Banzhoff were:

Kay Cottrill
Denise Campbell
Dan Bucher
Joan Armbruster
Roger Topping
Beverly Jezioro
Rodney Hannah

Respectfully submitted,

Kay Cottrill, NHA, Chair

Kay Cottrill, NHA, Chair

Denise Campbell DNP, MSN, NHA, Secretary

Denise Campbell, NHA, Secretary

AGENDA
February 27, 2020
11 a.m.

Call Meeting to Order – Kay Cottrill, Chair

- (Tab 1) **Minutes of November 21, 2019**
- (Tab 2) **FY2020 Financial Statement/P-Card Purchases/Budget Info**
- (Tab 3) **FOIA POLICY**
- (Tab 4) **Internal Control Policy – P-Card Purchases**
- Tab 5) **Request 60 day extension to test – Michael Caruso**
- (Tab 6) **Applicants by Exam: (4)**

 Amanda Eskew
 Brittany Maynard
 Robert Martinez
 Eppie Saunders
- (Tab 7) **Reciprocity Applicants: (2)**

 Nicole Banzhoff
 Teresa Halliday
- (Tab 8) **AIT Applicant: (3)**

 Melanie Torok – David Conaway, Preceptor (request)
 Richard Oliver – Kathy Haddon, Preceptor
 Amanda Scott – Jo Peterson, Preceptor
 Mischelle Williams – Angela Booker, Preceptor
- (Tab 9) **Minnie Hamilton Hospital/requires no follow-up**
- (Tab 10) **NAB Convention Monterey, California June 3-5 Delegate**
- (Tab 11) **Topics for Discussion**

 Update on HB4309 and SB408 (Prior convictions, low income waiver) sent to Judiciary on 1/14/20-first reading 1/20/20 bundled bill

 NAB e-mail from Randy Lindner-Exam Use Agreements no longer needed for use of NAB CORE and NHA exam

 Mileage rate lowered effective 1/1/20 to .575



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MEETING MINUTES

February 27, 2020

11:00 a.m.

- (1) **Call to Order:** The meeting of the NHAL Board was called to order at 11:00 a.m. by Kay Cottrill, Chairman.
- (2) **Members Present:** Kay Cottrill, Chair, Denise Campbell, Secretary present by phone, Dan Bucher, Rodney Hannah, Roger Topping, Beverly Jezioro, Joan Armbruster
- (3) **Others Present:** Veronica Cummings, Executive Director
- (4) **Previous Minutes:** Minutes of November 21, 2019 meeting approved as written.
- (5) **Financial Statement/
P-Card Purchases:** Financial statement from July 1, 2019 thru February 27, 2020 had a beginning balance of \$99,713.80 with expenditures of \$59,565.42 and deposits of \$39,350.00 leaving an account balance of \$79,498.38. P-Card expenditures were \$1,069.36. Roger Topping made motion to accept financial statement with a second by Joan Armbruster. Rodney Hannah made motion to accept P-Card expenditures with a second by Dan Bucher. Both motions carried.
- (6) **FOIA Policy:** With a motion to add a .25 cent per page fee by Joan Armbruster and seconded by Rodney Hannah motion carried for the addition of a fee. With a motion from Dan Bucher and seconded by Beverly Jezioro, motion carried for the FOIA Policy to be adopted.
- (7) **Internal Control
P-Card:** Due to one employee within the Board Office, a policy for internal control pertaining to purchases using the State issued Purchasing Card, was presented to the Board for approval with the following changes to be made: the date in item 3 and wording from **each** cardholder to **the** cardholder. Motion was made by Rodney Hannah and seconded by Joan Armbruster. Motion carried.
- (8) **Request Extension
Exam:** A request for a sixty day extension to test was made by Michael Caruso, due to illness in family and job related circumstances. Motion made by Roger Topping to accept the request and seconded by Beverly Jezioro. Motion carried.

(9) Applicants by Exam:

Amanda Eskew was approved to sit for the exams with motion made by Joan Armbruster and seconded by Dan Bucher. Motion carried.

Brittany Maynard was approved to sit for the exams, pending receipt of medical certification and background check. Motion made by Roger Topping and seconded by Joan Armbruster. Motion carried.

Robert Martinez was not approved to sit for the exam based upon not having the required administrative experience because of his degree or the twelve hours of health care administration to waive an AIT. It was recommended to obtain additional administrative experience to equal three years or obtain twelve hours of health care administration courses to combine with his administrative experience of 1000 hours. Motion was made by Dan Bucher and seconded by Joan Armbruster. Motion carried.

Eppie Saunders was not approved to sit for the exams based upon not having the three year requirement in an administrative position based upon **21CSR1 Legislative Rule, §3.3.a.2**. It was recommended that the applicant reapply by letter, updating the employment time and updating the background check. Motion made by Roger Topping and seconded by Dan Bucher. Motion carried.

(7) Reciprocity Applicants:

Nicole Banzhoff, currently licensed in Maryland and Pennsylvania was approved to sit for the state exam with a motion by Roger Topping and seconded by Joan Armbruster. Motion carried.

Teresa Halliday, currently licensed in North Carolina, was approved to sit for the state exam. Motion made by Joan Armbruster and seconded by Beverly Jezioro. Motion carried.

(8) AIT Applicants:

Melanie Torok-David Conaway, Preceptor, request to have 500 hours of remaining 1000 hour requirement waived based upon 14 plus years of experience within Peterson Healthcare & Rehabilitation and near completion of MA in HCA. With a motion by Joan Armbruster and seconded by Beverly Jezioro, that Ms. Torok met requirements to sit for the exams stating that the request for waiver was not necessary. Motion carried.

AIT Applicants (cont.):

Richard Oliver, II – Kathy Haddon, Preceptor was approved to serve as an AIT for a period of 1000 hours with a motion made by Dan Bucher and seconded by Roger Topping. Motion carried.

Amanda Scott was approved to serve as an AIT for a period of 1000 hours with Jo Peterson, Preceptor, motion made by Dan Bucher and seconded by Rodney Hannah. Motion carried.

Mischelle Williams was approved to serve as an AIT for a period of 1000 hours with Angela Booker, Preceptor, motion made by Roger Topping and seconded by Joan Armbruster. Motion carried.

SQC Notice:

A substandard memo was received from OHFLAC for Minnie Hamilton Hospital. With the hospital administrator not having to be licensed; with information coming from a phone call made by Kay Cottrill, Chair to Tina Maher, motion was made by Roger Topping and seconded by Joan Armbruster, no action was needed. Motion carried.

NAB Delegate:

The National Association of Boards annual meeting will be held June 3-5, 2020 in Monterey, California. All expenses are paid for one delegate to attend by NAB. Joan Armbruster made motion for Rodney Hannah to serve as delegate for the Board, Beverly Jezioro seconded and Rodney accepted. Motion carried.

Topics of Discussion:

Veronica Cummings, Executive Director, gave an update on HB 4309 and SB 408 (prior convictions, low income waiver) the rules bundle for first reading was February 20, 2020 and was sent to Judiciary on January 14, 2020.

An e-mail from Randy Lindner, NAB CEO, informing the Exam Use Agreement was no longer needed for use of the NAB CORE and NHA exam due to no money exchange being made between boards and NAB.

It was noted that mileage rates were lowered, effective January 1, 2020 to .575 per mile.

Adjournment: With no further business, Kay Cottrill, Board Chair, adjourned at 1:05 p.m.

The next meeting is scheduled for May 28, 2020 at 11 a.m. within the Blessed John Pastoral Center.

Respectfully submitted,

Kay Cottrill NHA

Kay Cottrill, NHA, Chair

Denise Campbell

Denise Campbell, NHA, Secretary



WV NURSING HOME ADMINISTRATORS LICENSING BOARD

P.O. BOX 522

WINFIELD, WEST VIRGINIA 25213

PHONE (304) 586-4070

FAX (304) 586-4079

MEETING MINUTES

CONFERENCE CALL

March 23, 2020

1 p.m.

- (1) **Call to Order:** The conference call meeting of the NHAL Board was called to order by Kay Cottrill, Chair at 1:02 p.m. with the purpose of the meeting being called due to the COVID-19 pandemic, and its effect on obtaining CEU's for nursing home administrators.
- (2) **Members Present:** All members present on call
- (3) **Others Present:** Veronica Cummings, Executive Director
- (4) **Discuss and vote on CEU options due to COVID-19** Board Chair, Kay Cottrill opened with two possible options the Board could discuss and decide upon, with one being to reduce the number of required renewal hours from 20 to 10 NAB approved hours for this year only; or extend the June 30 date of all licenses until the Health Care Association's Annual Convention to be held sometime in September. The convention is where many licensees obtain their renewal hours.
- Beverly Jezioro made a motion that with the amount of time the administrators had to spend in facilities due to the COVID-19 Virus, it would be more beneficial to everyone involved to reduce the number of hours from 20 to 10 NAB approved hours for this year only. Roger Topping seconded motion with motion being carried.
- Board Chair, Kay Cottrill informed the Executive Director, Veronica Cummings to send a memo to each nursing home administrator informing them of the Board's decision to reduce required continuing education hours.


With no further business to be discussed the conference call meeting was ended at 1:25 p.m.

Respectfully submitted



Kay Cottrill, Board Chair

Denise Campbell, Secretary



**Agenda
Conference Call
June 10, 2020 (2:00 p.m.)**

1. Call meeting to order

Purpose of meeting: Due to COVID-19 Virus with the closing of our meeting facility, meeting time line for SQC deficiencies received and the election of officers.

2. Approval of minutes

3. Notices of substandard quality of care deficiencies were received from OHFLAC for the following with review committee having reviewed previously and presented for Board vote:

FY2020#5: Mound View, Tara Pletcher, NHA – notice received from OHFLAC 2/7/20

**FY2020#6: Maples Nursing Home, Jennifer Marrs, NHA – notice received from OHFLAC 2/7/20
Elizabeth Lockett, NHA**

**FY2020#7: Dunbar Center, Jessica Fowler, NHA – James McBurney, NHA – Judith Mohr, NHA
notice received from OHFLAC 2/7/20**

FY2020#8: Canterbury Center, Katrina Taylor, NHA – notice received from OHFLAC 3/6/20

**FY2020#9: John Manchin Sr. Health Care Center, Michele Crandall, NHA – notice received
from OHFLAC 3/6/20**

FY2020#10: Valley Center, Kimberly Mitchell, NHA – notice received from OHFLAC 3/6/20

4. Application to sit for exams – Jeffrey Shrewsbury (refer to documents received)

5. Amanda Scott, AIT – change of preceptor and facility from Pierpont to Brightwood Center, Kathy Haddon, Preceptor effective June 15, 2020

6. Election of officers for 2021

Next scheduled meeting: July 23, 2020 at 11 a.m. John XXIII Pastoral Center, Charleston, WV



WV NURSING HOME ADMINISTRATORS LICENSING BOARD

P.O. BOX 522

WINFIELD, WEST VIRGINIA 25213

PHONE (304) 586-4070

FAX (304) 586-4079

MEETING MINUTES

Conference Call Meeting

June 10, 2020 (2:00 p.m.)

- (1) **Call To Order:** The meeting of the NHAL Board was called to order at 2:07 p.m. by Kay Cottrill, Board Chair. The purpose of the meeting, the closing of our meeting facility due to COVID-19, meeting the timeline for SQC deficiencies received, and the election of officers.
- (2) **Members Present** Kay Cottrill, Dan Bucher, Joan Armbruster, Beverly Jezioro, Roger Topping, Rodney Hannah
- (3) **Others Present** Veronica Cummings, Executive Director
- (4) **Members Absent** Denise Campbell, Secretary
- (5) **Approval of Minutes** Motion made by Joan Armbruster to approve the March 23, 2020 and February 27, 2020 minutes, seconded by Beverly Jezioro. Motion carried.
- (6) **SQC Surveys**
- A notice of substandard quality of care deficiencies was received from OHFLAC on February 7, 2020 for Mound View, Tara Pletcher, NHA. Upon review of the CMS Form 2567 deficiency report, the 2567 plan of correction and letter of response from Ms. Pletcher, the review committee did not find any violation of WV21-CSR rules or the ACHCA Code of Ethics.
- The board concurred with the findings of the review committee with motion being made by Roger Topping and seconded by Joan Armbruster. Motion carried with the review committee not voting. Ms. Fletcher will be notified by letter of the board vote.
- A notice of substandard quality of care deficiencies was received from OHFLAC February 7, 2020 for Maples Nursing Home, Jennifer Marrs, NHA for one week prior to survey and Elizabeth Lockett, NHA previous administrator. Upon review of the CMS Form 2567 deficiency report, the 2567 plan of correction and letters of response from Ms. Marrs and Ms. Lockett, the review committee did not find any violation of WV21-CSR rules or the ACHCA Code of Ethics.
- The board concurred with the findings of the review committee, motion being made by Rodney Hannah and seconded by Beverly Jezioro. Motion carried with the review committee not voting.

SQC Surveys (cont.)

A letter will be sent to Ms. Marrs and Ms. Lockett notifying them of the outcome.

A notice of substandard quality of care deficiency was received from OHFLAC on March 6, 2020 for Canterbury Center, Katrina Taylor, NHA. Upon review of the CMS 2567 report, the plan of correction and the letter of response from Ms. Taylor, the review committee did not find any violation of the WV21-CSR rules or the ACHCA Code of Ethics. Motion made by Joan Armbruster to accept the recommendation from the review committee and seconded by Roger Topping. Motion carried with the review committee not voting. Ms. Taylor will be notified by letter of the board's decision.

A notice of substandard quality of care deficiency was received from OHFLAC on March 6, 2020 for John Manchin Sr. Health Care Center, Michele Crandall, NHA. Upon review of the CMS 2567 report, the plan of correction and the letter of response from Ms. Crandall, the review committee did not find any violation of the WV21-CSR rules or the ACHCA Code of Ethics. Motion made by Joan Armbruster to accept the recommendation of the review committee. Beverly Jezioro seconded the motion, motion carried with the review committee not voting. Ms. Crandall will be notified by letter of the board's decision.

A notice of substandard quality of care deficiency was received from OHFLAC on March 6, 2020 for Valley Center, Kimberly Mitchell, NHA. Upon review of the CMS 2567 report, the plan of correction and the letter of response from Ms. Mitchell, the review committee did not find any violation of the WV21-CSR rules or the ACHCA Code of Ethics. Motion made by Rodney Hannah and seconded by Beverly Jezioro to accept the recommendation of the review committee. Motion carried with the review committee not voting. Ms. Mitchell will be notified by letter of the board's decision.

A notice of substandard quality of care deficiency was received from OHFLAC on February 7, 2020 for Dunbar Center, Jessica Fowler, NHA of record. Ms. Fowler was transferred to another facility prior to the plan of correction, with James McBurney, NHA and Judith Mohr, NHA serving as administrators and writing the plan of correction. The review committee, having reviewed the CMS 2567 report, the plan of correction and the letters of response from Mr. McBurney and Ms. Mohr, did not find any violation of the WV21-CSR rules or the ACHCA Code of Ethics during their short tenure. Roger Topping made motion to accept recommendation of the review committee with a second from Joan Armbruster. Motion carried with the review committee not voting. Mr. McBurney and Ms. Mohr will be notified by letter.

SQC (cont.)

With Jessica Fowler, NHA of record at Dunbar Center and having received two substandard quality of care deficiencies within a two year period, an interview was conducted by phone; due to COVID-19. With the ongoing deficiencies of a fall and an altercation between two residents not being reported to the proper agency, and a number of violations dealing with resident cleanliness; the review committee felt there was a violation of the ACHCA Code of Ethics, Expectation 1. Dan Bucher, Review Committee member, made a motion that the ACHCA Code of Ethics, specifically Expectation 1 was violated, and recommended a letter of warning be sent to Ms. Fowler, that within a twelve month period of time, if there was another violation of the ACHCA Code of Ethics, her license would be suspended for an undetermined period of time.

Motion was made by Joan Armbruster to accept the recommendation and seconded by Beverly Jezioro. Motion carried with the review committee not voting. Ms. Fowler will be notified by certified mail of the board's decision.

(7) License by Exam

Jeffrey Shrewsbury was approved for licensure by exam based upon administrative experience. Motion was made by Dan Bucher to approve applicant for exam with a second by Joan Armbruster. Motion carried.

(8) AIT Request

Amanda Scott, AIT requested approval for a change in placement from Pierpont Center with Jo Peterson, Preceptor to Brightwood Center with Kathy Haddon, Preceptor, effective June 15, 2020. Beverly Jezioro made motion to accept the request, with a second by Roger Topping. Motion carried.

(9) Election of Officers

Beverly Jezioro nominated Rodney Hannah as NHAL Board Chair, seconded by Roger Topping. Board vote and Rodney's acceptance, he will serve for one year beginning July 1, 2020 and ending June 30, 2021. Joan Armbruster nominated Denise Campbell to serve as NHALB secretary for one year beginning July 1, 2020 and ending June 30, 2021. The nomination was seconded by Beverly Jezioro. Board vote was unanimous.

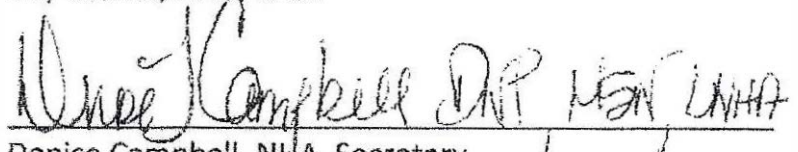
Meeting Adjournment:

With no further business, Kay Cottrill adjourned the meeting at 3:20 p.m.

The next meeting is scheduled for July 23, 2020 at 11 a.m. within the John XXIII Pastoral Center, Charleston, WV.



Kay Cottrill, NHA, Chair



Denise Campbell, NHA, Secretary

**FINANCIAL STATEMENT
FY2020**

NURSING HOME ADMINISTRATOR'S LICENSING BOARD
Financial Statement July 1, 2019 thru June 30, 2020
FY2020

Item Name	Total
Payroll	\$66,872.21
Annual Increment/\$360 pd. end of FY	360.00
Personnel Fee (\$50 per quarter)	200.00
Workers Compensation (0.09%)	60.18
Social Security Matching (7.65%)	5,115.72
Board Member Per Diems @ \$150 per meeting	4,050.00
Social Security Matching (Board Members)	309.82
Board Member Travel to Meetings	3,022.65
Employee Ins. & OPEB	5,516.00
Pension & Retirement (14%) Non-Member	0.00
NAB Association Dues (\$1,500 Annual)	1,500.00
Office Rent (\$600)	7,200.00
Utilities/AEP/Water/Sewer	1,438.78
Web Service/Server	3,461.25
P-Card (Postage, Office Supplies) (Refund \$100 Aud. Conf.)	1,547.06
Misc. (Refunds, Credits*Refund Martinez (reflected in deposit totals)	500.00
Office & Comm./Frontier/Equip. Repairs	879.73
Legal Expenses	414.00
Meeting Room Accommodations	300.00
PEIA Adm. Fee	50.00
Div. of Personnel Admin. Fee	180.00
Basic Emp. Ins. (.60 per mo.)	7.20
TOTAL EXPENDITURES	\$101,784.60

Beginning Balance (July 1, 2019)	\$99,713.80
Revenue Deposits July 1, 2019-June 30, 2020	104,050.00
Balance	203,763.80
Expenditures	\$101,784.60
 Final Balance	 \$101,979.20

**SUBSTANDARD CARE NOTICES
COMPLAINTS**

NURSING HOME ADMINISTRATORS LICENSING BOARD
Annual Report
Fiscal Year 2020

The Nursing Home Administrators Licensing Board received eleven Substandard Quality of Care Notices by the Office of Health Facility Licensure and Certification (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'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:

1. 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. (Refer to Exhibit A.)
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 Generals Office will be made of all documents received (i.e., HCFA-2567 Statements of Deficiency and Plans of Correction, administrator's 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 21, 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 same licensed nursing home administrator, within the same 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 NHA 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 2020
July 1, 2019 thru June 30, 2020

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

Substandard Quality of Care Notice of July 19, 2019 #1FY2020 – Robin Sutphin, NHA Eastbrook Center, Charleston, WV. Upon review of the substandard quality of care deficiencies, the 2567's with plans of correction, the letter of response provided by Ms. Sutphin, NHA, with recommendations by the review committee; it was determined by the Board, at a meeting on August 22, 2019, there was no violation of the WV 21 CSR rule or the ACHCA Code of Ethics. The review committee did not vote. Ms. Sutphin was notified of the Board's decision.

Substandard Quality of Care Notice of August 5, 2019 #2FY2020 - Jo Peterson, NHA Salem Center, Salem, WV. Upon review of the substandard quality of care deficiencies, the 2567's with plans of correction, the letter of response provided by Ms. Peterson, NHA, with recommendations by the review committee; it was determined by the Board, at a meeting on November 21, 2019, there was no violation of the WV 21 CSR rule or the ACHCA Code of Ethics. The review committee did not vote. Ms. Peterson was notified of the Board's decision.

Substandard Quality of Care Notice of August 5, 2019 #3FY2020 – Patricia Roan, NHA Glasgow Health & Rehabilitation Center, Glasgow, WV. Upon review of the substandard quality of care deficiencies, the 2567's with plans of correction, the letter of response provided by Ms. Roan, NHA, with recommendations by the review committee; it was determined by the Board, at a meeting on November 21, 2019, there was no violation of the WV 21 CSR rule or the ACHCA Code of Ethics. The review committee did not vote. Ms. Roan was notified of the Board's decision.

Substandard Quality of Care Notice of August 28, 2019 #4FY2020 - Judith Mohr, NHA less than one year, Willows Center, Parkersburg, WV. It is noted that CMS dropped the tag received by OHFLAC on August 28, 2019, therefore, there was no action needed to be taken by the Board. Ms. Mohr was notified.

Substandard Quality of Care Notice of August 28, 2019 #4FY2020 – Aaron Snodgrass, NHA previously at Willows Center, Parkersburg, WV. It is noted that CMS dropped the tag received by OHFLAC on August 28, 2019, therefore, there was no action needed to be taken by the Board. Mr. Snodgrass was notified.

Substandard Quality of Care Notice received February 7, 2020 #SFY2020 – Tara Pletcher, NHA Mound View, Moundsville, WV. Upon review of the substandard quality of care deficiencies, the 2567's with plans of correction, the letter of response provided by Ms. Pletcher, NHA, with recommendations by the review committee; it was determined by the Board, at a meeting on June 10, 2020, there was no violation of the WV 21 CSR rule or the ACHCA Code of Ethics. The review committee did not vote. Ms. Pletcher was notified of the Board's decision.

Substandard Quality of Care Notice of February 7, 2020 #6FY2020 – Jennifer Marrs, NHA (one week), Maples Health Care, Bluefield, WV, Elizabeth Lockett, previous NHA. Upon review of the substandard quality of care deficiencies, the 2567's with plans of correction, the letters of response provided by Ms. Marrs and Ms. Lockett, including a phone interview with Ms. Lockett; due to her having moved to North Carolina, recommendations were made by the review committee. It was determined by the review committee there were no violations of the WV 21 CSR Rule or the ACHCA Code of Ethics. The review committee did not vote with the Board determining there were no violations at their meeting on June 10, 2020. Ms. Marrs, NHA and Ms. Lockett, NHA were notified of the Board's decision.

Substandard Quality of Care Notice of February 7, 2020 #7FY2020 – Jessica Fowler, NHA Dunbar Center, Dunbar, WV at the time of survey. James McBurney, NHA less than one year, Judith Mohr, NHA less than one year at Dunbar Center. Upon review of the substandard quality of care deficiencies, the 2567's with plans of correction, the letters of response provided by Ms. Fowler, Mr. McBurney, and Ms. Mohr, including a phone interview with Ms. Fowler, due to the COVID-19 pandemic; recommendations were made by the review committee that there was a violation of the ACHCA Code of Ethics, Expectation 1 made by Ms. Fowler. Due to this being her second substandard quality of care deficiency within two years, it was determined by the Board, at its meeting on June 10, 2020, that Ms. Fowler be sent a letter of warning that her license would be suspended for an undetermined period of time if there was a violation of the ACHCA Code of Ethics within a one year period. A final response from Ms. Fowler is pending. The Board determined that Mr. McBurney, NHA and Ms. Mohr, NHA were not found to be in violation of the WV 21 CSR Rule or the ACHCA Code of Ethics. The nursing home administrators were notified of the determination. The review committee did not vote.

Substandard Quality of Care Notice March 6, 2020 #8FY2020 – Katrina Taylor, NHA Canterbury Center, Shepherdstown, WV. Upon review of the substandard quality of care deficiencies, the 2567's with plans of correction, the letter of response provided by Ms. Taylor, with recommendations by the review committee; it was determined by the Board, at a meeting on June 10, 2020, there was no violation of the WV 21 CSR rule or the ACHCA Code of Ethics. The review committee did not vote. Ms. Taylor was notified of the Board's decision.

Substandard Quality of Care Notice March 6, 2020 #9FY2020 – Michele Crandall, NHA John Manchin Sr. Health Care Center, Fairmont, WV. Upon review of the substandard quality of care deficiencies, the 2567's with plans of correction, the letter of response provided by Ms. Crandall, with recommendations by the review committee; it was determined by the Board, at a meeting on June 10, 2020, there was no violation of the WV 21 CSR rule or the ACHCA Code of Ethics. The review committee did not vote. Ms. Crandall was notified of the Board's decision.

Substandard Quality of Care Notice March 6, 2020 #10FY2020 - Kimberly Mitchell, NHA Valley Center, South Charleston, WV. Upon review of the substandard quality of care deficiencies, the 2567's with plans of correction, the letter of response provided by Ms. Mitchell, with recommendations by the review committee; it was determined by the Board, at a meeting on June 10, 2020, there was no violation of the WV 21 CSR rule or the ACHCA Code of Ethics. The review committee did not vote. Ms. Mitchell was notified of the Board's decision.

**TITLE 21
PROCEDURAL RULE
WEST VIRGINIA NURSING HOME ADMINISTRATORS
LICENSING BOARD**

**SERIES 2
DISCIPLINARY AND COMPLAINT PROCEDURES FOR NURSING HOME
ADMINISTRATORS, ADMINISTRATOR-IN-TRAINING (AIT), EMERGENCY AND
TEMPORARY PERMIT HOLDERS**

§21-2-1. General.

1.1. Scope. -- This rule specifies a procedure for the investigation and resolution of complaints against nursing home administrators, administrator in training (AIT), permit holder, emergency and temporary permit holders.

1.2. Authority. -- W. Va. Code §§30-25-1 et seq. and 30-1-1 et seq.

1.3. Filing Date. -- November 20, 2000.

1.4. Effective Date. -- December 20, 2000.

§21-2-2. Application.

This rule applies to all licensed nursing home administrators, administrators-in-training or permittees.

§21-2-3. Definitions.

The following words and phrases as used in this rule have the following meanings, unless the context otherwise requires:

3.1. "Applicant" means any person making application for an original or renewal license as a nursing home administrator or administrator-in-training (AIT) permit or an emergency or temporary permit holder pursuant to W. Va. Code §30-26-1 et seq.

3.2. "Board" means the West Virginia Board of Nursing Home Administrators.

3.3. "License" means a license, temporary or emergency permit or administrator-in-training (AIT) permit issued by the Board pursuant to W. Va. Code §30-26-1 et seq.

3.4. "Nursing home administrator" means a professional who is responsible for planning, organizing, directing and controlling a nursing home as defined in W. Va. Code §30-25-1.

3.5. "Ethics investigator" means a person or board committee member licensed to practice nursing home administration in this state, and who is hired by the Board or who may be a board committee member for the purpose of reviewing complaints against nursing home administrators, AITs or other permit holders.

§21-2-4. Causes for Denial, Probation, Limitation, Discipline, Suspension or Revocation of Licenses or Permits of Nursing Home Administrators, AITs, Permit Holders or Applicants.

The Board may deny an application for license, place a licensee on probation, limit or restrict a license, reprimand a licensee, suspend a license or revoke any license issued by the Board, upon satisfactory proof that a licensee has been convicted of a felony or is, in his or her professional capacity, engaged in conduct, practices or acts constituting professional negligence or a willful departure from accepted standards of professional conduct or committed other acts in violation of W. Va. Code §30-25-1 et seq. or the rules of the Board.

§21-2-5. Disposition of Complaints.

5.1. Any person, firm, corporation, member of the Board, or public officer may make a complaint to the Board which charges a nursing home administrator, AIT, permit holder or applicant with a violation of W. Va. Code §30-25-1 et seq. or of the rules of the Board. The Board may provide a form for that purpose, but a complaint may be filed in any written form. In addition to describing the alleged violation which prompted the complaint, the complaint should contain the following:

5.1.1. The name and address of the nursing home administrator, AIT, permit holder or applicant against whom the complaint is lodged;

5.1.2. The date of the transaction or event which is the subject of the complaint;

5.1.3. The name of any person who may have seen the person after the alleged incident; and,

5.1.4. The name of the nursing home where the incident took place.

5.2. A complaint against a nursing home administrator, AIT, permit holder or applicant shall allege that such person has been convicted of a felony or is, in his or her professional capacity, engaging in conduct, practices or acts constituting professional negligence or a willful departure from accepted standards of professional conduct or committed other acts in violation of W. Va. Code §30-25-1 et seq. or the rules of the Board.

5.3. Complainants are immune from liability for the allegations contained in their complaints filed with the Board unless the complaint is filed in bad faith or for a malicious purpose.

5.4. The Board shall maintain a complaint log which records the receipt of each complaint, its nature and its disposition.

5.5. The Board shall maintain a separate file on each complaint received, and each file shall have a number assigned to it.

5.6. Upon receipt of a complaint, the Board shall issue one of the following acknowledgments to the complainant:

5.6.1. That the matter will be reviewed by the Board;

5.6.2. That the complaint is outside the jurisdiction of the Board, with suggestions as to how the complainant might best obtain a resolution of his or her problem; or,

5.6.3. That more information will be required in order to adequately review the individual complaint.

5.7. The Board shall send a copy of the complaint, including any supporting documentation, by certified mail to the licensee or permittee or applicant in question for his or her written comment, and he or she shall submit a written response to the Board within thirty (30) days of the date of such correspondence, or waive the right to do so.

5.8. Requests for comment on complaints sent to licensees, permittees or applicants shall be considered properly served when sent to their last known address. It is the responsibility of the licensee or permittee or applicant to keep the Board informed of his or her current address.

5.9. Upon receipt of a licensee's, permittee's or applicant's comments in response to a complaint, the Board shall promptly send a copy of the same, including any supporting documentation, to the complainant.

5.10. After receipt and review of a complaint, unless the complaint is determined to fall within the provisions of sub-division 5.6. of this rule, the Board shall cause to be conducted any reasonable inquiry or investigation it considers necessary to determine the truth and the validity of the allegations set forth in the complaint. The review of complaints or investigation thereof may, at the discretion of the Board, be assigned to a committee of the Board.

5.11. At any point in its investigation of a complaint the Board may, at its discretion, assign the matter to an ethics investigator for review and investigation.

5.12. Upon receipt of a complaint the ethics investigator or investigating committee shall, within sixty (60) days, review and investigate the same and provide the Board with a report. The report shall contain a statement of the allegations, a statement of facts, and an analysis of the complaint including a description of the care provided, the records reviewed and a statement of the ethics investigator's or committee's findings and recommendations. The ethics investigator or committee shall, upon request, be afforded an opportunity to have an investigation interview with the licensee, permittee or applicant in question or other involved parties, a report of which shall be placed in the investigation file.

5.13. To facilitate the disposition of a complaint, the Board or the investigating committee may request any person to attend an informal conference, or to appear at a regular meeting of the Board, at any time prior to the Board entering any order with respect to the complaint. The Board or the committee shall give notice of the conference, which notice shall include a statement of issues to be informally discussed. Statements made at a conference may not be introduced at any subsequent hearing on the merits without the consent of all parties to the hearing. No prejudice shall attach for failure to attend a conference pursuant to a request.

5.14. The Board, the investigating committee or chairperson may issue subpoenas and subpoenas duces tecum to complete the Board's investigation and to determine the truth or validity of complaints. The ethics investigator may request the Board, investigating committee or chairperson to issue a subpoena or subpoena duces tecum . Any such request shall be accompanied by a brief statement specifying the necessity for the same.

LICENSEES BY COUNTY

GOVERNOR'S ANNUAL REPORT
NURSING HOME ADMINISTRATOR'S LICENSING BOARD
FY2020 – Licenses & Permit Issued 7/1/19 thru 6/30/20

License or Permit	Number Issued
New NHA Licenses Issued	25
Renewal Licenses	252
Administrator-in-Training Permits	5
Emergency Permits	7
*Inactive Licenses (May be activated at any time With required continuing education hours)	32

**NURSING HOME ADMINISTRATOR'S LICENSING BOARD
LICENSEES BY COUNTY**

First Name	Last Name	County	State
Ashley	Adkins	Cabell	WV
Deatra	Adkins	Cabell	WV
Patrick	Airson	Logan	OH
Tanatha	Amos	Jackson	WV
Michael	Anderson	Monongalia	WV
Nicole	Banzhoff	Berkeley	WV
Staci	Banton	Greenbrier	WV
Megan	Barbour	Anne Arundel	MD
George	Barker	Kanawha	WV
Melissa	Barone	Wood	WV
Shellie	Bailey	Summers	WV
Christie	Bailey	Mercer	WV
Sonia	Bailey-Gibson	Monongalia	WV
Dorlan	Baughman	Braxton	WV
Jody	Beall	Braxton	WV
Tabitha	Berg	Berkeley	WV
Christina	Bernstein	Morgan	WV
Debra	Bess	Fayette	WV
Tammy	Beveridge	Harrison	WV
Kenneth	Bevins	Logan	WV
Frank	Bibbee	Jackson	WV
Christopher	Blair	Putnam	WV
Pamela	Blankenship	Raleigh	WV
Angela	Booker	Raleigh	WV
Aimee	Bragg	Fayette	WV
Rebecca	Bramer-Dixon	Harrison	WV
Julie	Brenneman	Calhoun	WV
Cody	Brooks	Pendleton	WV
Keith	Buchanan	Mercer	WV
Joseph	Bucher	Randolph	WV
Jason	Bucher	Heath Township	MI
Ashlee	Warbel Bullock	Loudoun	VA
Kathy Ann	Byers	Monongalia	WV
Denise	Campbell	Randolph	WV
Raymond	Campbell	Lorain	OH
Connie	Cantrell	Kanawha	WV
Carrington	Carter	Greenbrier	WV
Carter	Linda Sue	Braxton	WV
Caruso	Michael	Ohio	WV
Samantha	Cason	Marion	WV
Brian	Chapman	Raleigh	WV
Juanita	Chapman	Raleigh	WV
Chad	Clark	Washington	OH
Angela	Cleland	Meigs	OH
Stephanie	Cleland	Meigs	OH
Beth	Clevenger	Tucker	WV
Brandon	Chadock	Tyler	WV

First Name	Last Name	County	State
Mary	Colombo	Marshall	WV
Bonnie	Cogar	Nicholas	WV
Stefanie	Compton	Mercer	WV
David	Conaway	Wood	WV
Larry	Conaway	Wood	WV
Stacey	Cook	Boyd	KY
Cindy	Cooper	Cabell	WV
Stacy	Cooper	Fayette	WV
Michele	Cornwell-Magnus	Garrett	MD
Gregory	Costello	Wood	OH
Roberta Kay	Cottrill	Harrison	WV
Dr. George	Couch	Washington	PA
Michele	Crandall	Marion	WV
Shelda	Cox	Summers	WV
Joshua	Crist	Fayette	WV
Diana	Crickard White	Upshur	WV
Michelle	Cutshall Lane	Calhoun	WV
Sarina	Cutlip	Monongalia	WV
Linda	Dailey	Washington	OH
George	Dakovic	Ohio	WV
Lora	Dawson	Lincoln	WV
Donna	Del Checcolo	Cabell	WV
Brooke	Dempsey	Raleigh	WV
Tricia	Dolan	Harrison	WV
Phillip	Donnelly	Monongalia	WV
Jason	Dunigan	Kanawha	WV
Eric	Eberhart	Monongalia	WV
Shawn	Eddy	Kanawha	WV
Thomas	Eidell Jr.	Randolph	WV
Linlee	Eidell	Randolph	WV
Shasta	Eidell	Randolph	WV
Helen	Elliott	Fayette	WV
Kari	Evans	Grant	WV
Marcy	Farinacci	Monongalia	WV
Shawn	Farley	Kanawha	WV
Mary	Ferrell	Fayette	WV
Matthew	Fife	Mercer	WV
Pamela	Fink	Mercer	WV
Mary	Findley	Meigs	OH
Linda	Fisher	Monongalia	WV
Sherry	Foltz	Wyoming	WV
Tanya	Ford	Raleigh	WV
Randall	Forzano	Ohio	WV
Jessica	Fowler	Kanawha	WV
Scott	Fox	Allegheny	PA
James D.	Fox	Hancock	WV
Pamela Brooke	Francis Myers	Marshall	WV
Dorothy	Frazier	Lincoln	WV
Faith	Funderburk	Putnam	WV
Steven	Gardner	Putnam	WV

First Name	Last Name	County	State
Marilyn	Gaston	Frederick	MD
Brandon	George	Monongalia	WV
Michael	Gore	Cabell	WV
Jeffrey	Grewell	Coshocton	OH
Charles	Griffith	Berkeley	WV
Danielle	Gunto	Wetzel	WV
Kathy	Haddon	Brooke	WV
Teresa	Halliday	Grant	WV
Sue	Hampson	Mineral	WV
Trista	Hamrick	Kanawha	WV
Rodney	Hannah	Jackson	WV
Jo Clare	Hanshew	Fayette	WV
Nathan	Hanshew	Greenbrier	WV
Jeffrey	Harkins	Cabell	WV
Beth	Harris	Marion	WV
Pamela	Hedrick	Upshur	WV
Jacob	Helman	Frederick	VA
Teiranee	Henry	Kanawha	WV
Michael	Herald	Kanawha	WV
Megan	Barbour	Anne Arundel County	MD
Michael	Hicks	Monongalia	WV
Deborah	Hill	Nicholas	WV
Ronald J.	Hill	Franklin	OH
Bonnie	Hitt	Upshur	WV
Sara	Holler	Allegeny	MD
Rose	Hollicker	Meigs	OH
Brenda	Holster	Fayette	WV
Tia	Hovatter	Monongalia	WV
John	Huddleston	Wirt	WV
Julie	Huron	Lawrence	OH
Naomi June	Hutchinson	Nicholas	WV
Shayne	Hutchinson	Putnam	WV
Patricia	Ingram	Fayette	WV
Ashley	Ince	Kanawha	WV
Cara-Lyn	Janeczko	Marshall	WV
Jennifer	Jeffrey	Putnam	WV
Phillip	Jerman, III	Greenbrier	WV
Sharon	Johnson	Raleigh	WV
Sheila	Jones-Marino	Monongalia	WV
Rebecca	Jude	Cabell	WV
Amee	Kearns	Jefferson	WV
Matthew	Keefer	Galia	OH
Thomas	Kelley, Jr.	Putnam	WV
Tammy	Keough	Harrison	WV
Ashlee	Ketterman	Grant	WV
Joshua	Kidd	Kanawha	WV
Todd	Kimble	Jackson	WV
Donald	Kirsch	Ohio	WV
Deanna	Kramer	Kanawha	WV
Anthony	Larson	Hardy	WV

First Name	Last Name	County	State
Crystal	Larson	Hardy	WV
Alvin	Lawson	Jackson	WV
Karen	Lawson	Jackson	WV
Ritha	Leatherbury	Roane	WV
Elizabeth	Lockett	Surry	NC
Mark	Lubic	Pleasants	WV
Patty	Lucas	Tazewell	VA
Jennifer	Marrs	Mercer	WV
Christopher	Marshall	Monongalia	Wv
Joseph	Mason	Georgetown	SC
Nancy	Mason	Berkeley	WV
Amy	Maxwell	Howard	MD
Christopher	McBee	Wood	WV
James	McBurney	Kanawha	WV
Robert	McClintic, II	Greenbrier	WV
Teresa	McCormick	Lewis	WV
Thomas	McCracken	Ohio	WV
William	McDermott	Putnam	WV
Thomas	McGraw	Fayette	WV
Tomi	McMillian	Putnam	WV
Kimberly	Mitchell	Kanawha	WV
Diane	Miller	Ohio	WV
Jay Michael	Miller	Wood	WV
Michael	Miller	Wood	WV
Judith	Mohr	Harrison	WV
Anthony	Mollica	Greenup	KY
Charles	Morgan	Wood	WV
Cherie	Moore	Wood	WV
Carlene	Moore	Marion	WV
Haley	Moore	Kanawha	WV
Matthew	Moore	Monongalia	WV
Carol	Morris	Randolph	WV
Susan	Moten	Summers	WV
Christina	Mullenax	Barbour	WV
Julie	Mylar	Cabell	WV
Morgan	K. Murphy	Ohio	WV
Matthew	Murray	Hancock	WV
Mariah	Naylor	Putnam	WV
Joseph	Neil	Nicholas	WV
Terri	Nelson	Logan	WV
Mark	Nesland	Barbour	WV
Kelly	Nibert	Meigs	WV
Jennifer	Pagliari o	Marion	WV
Tammy Jo	Painter	Kanawha	WV
Lee Ann	Parsons	Kanawha	WV
Shannon	Parsons	Dorchester	OH
Kourtney	Pennington	Harrison	VA
Angela	Peterson	Mercer	WV
Jo	Peterson	Monongalia	WV
Tara	Pletcher	Ohio	WV

First Name	Last Name	County	State
Matthew	Poorman	Kanawha	WV
Joseph	Preast	Harrison	WV
Jessica	Price	Monroe	WV
John	Pritt	Preston	WV
Kristine	Provan	Franklin	OH
Rhonda	Quattrochi	Hancock	WV
James	Ragland	Logan	WV
Melissa	Raynes	Kanawha	WV
Sherri	Reed	Lewis	WV
Casey	Richards	Hancock	WV
James	Rife	Russell	VA
Patricia	Roan	Kanawha	WV
Pamela	Russell	Nicholas	WV
Matthew	Rutherford	Waukesha	WI
Candy	Sanchez	Kanawha	WV
Shannon	Schultheis	Wood	WV
Amanda	Scott	Harrison	WV
Joseph	Seese	Preston	WV
Melissa	Sellers	Berkeley	WV
Keith	Sexton	Raleigh	WV
Tara	Shaver	Randolph	WV
Cynthia	Shell Garinger	Cabell	WV
Ricky	Shrewsbury	Summers	WV
Barbara	Sisarcick	Marshall	WV
Jo Ann	Smith	Raleigh	WV
Michelle	Smith	Mineral	WV
Ronnie	Smith, Jr.	Cabell	WV
Jeffrey	Smith	Kanawha	WV
Aaron	Snodgrass	Mason	WV
Misty	Spiroff	Monongalia	WV
Annica	Stansberry	Putnam	WV
Christina	Starcher	Jackson	WV
Belinda	Stear	Nicholas	WV
Rebecca	Steadman	Kanawha	WV
Gregory	Stephens	Wood	WV
Spencer	Stevens	Kanawha	WV
Sheila	Stewart	Raleigh	WV
Deborah	Stoffel	Guilford	NC
Joshua	Stone	Wood	WV
Kristen	Stotler	Brooke	WV
Patricia	Stover	Lake	FL
Bradley	Stump	Raleigh	WV
Patricia	Summerfield	Barbour	WV
Robin	Sutphin	Kanawha	WV
Christine	Tarr	Ohio	WV
Katrina	Taylor	Berkeley	WV
Robin	Taylor	Pocahontas	WV
Drema	Thompson	Hall	GA
Connie	Tomshack	Brooke	WV
Kimberly	Toney	Lincoln	WV

First Name	Last Name	County	State
Roger	Topping	Mercer	WV
Melanie	Torok	Jefferson	OH
Matthew	Tucker	Kanawha	WV
Joseph	Triana	Jackson	WV
Angela	Urse	Harrison	WV
Pauline	Vance	Hardy	WV
Cynthia	Wagoner	Mineral	WV
Oodayyun	Wagoner	Barbour	WV
Valerie	Wall	Cabell	WV
Danelle	Wandling	Mason	WV
Stacy	Wellman	Taylor	WV
West	Stetson	Upshur	WV
Eileen	Wheeldon	Lawrence	OH
Lisa	White	Harrison	WV
Laura	Wiley	Mercer	WV
Brandon	Williams	Fayette	WV
Candace	Whitman-Workman	Boone	WV
Angel	Williams	Greenbrier	WV
Denise	Worley	Raleigh	WV
Judson	Worth	Pocahontas	WV
Randy	Wright	Washington	OH

CURRENT LICENSEES

Setup

Log Out

	FACID	FNAME	LNAME	ADD1	ADD2	CITY	COUNTY	STATE	ZIP
Select	5874	Jamie	Bennett	2592 Monterey Drive		Pittsburgh	Allegheny	PA	15241
Select	5856	Ashley	Adkins	6216 Brenda Ct.		Huntington	Cabell	WV	25705
Select	3153	Deatra	Adkins	6216 Brenda Ct.		Huntington	Cabell	WV	25705
Select	6031	Patrick	Airson	12834 Maysville Williams Road		Logan	Logan	OH	43138
Select	5658	Tanatha	Amos	8930 Windy Ridge Road		Sandyville	Jackson	WV	25275
Select	5665	Michael	Anderson	284 Halleck Road		Fairmont	Monongalia	WV	26554
Select	6118	Shellie	Bailey	PO BOX 11		Pipestem	Summers	WV	25979
Select	6066	Christie	Bailey	115 Worrell Street		Princeton	Mercer	WV	24740
Select	3237	Sonia	Bailey-Gibson	2111 Hillary Drive		Morgantown	Monongalia	WV	26505
Select	6129	Staci	Banton	229 Shady Oak Lane		Lewisburg	Greenbrier	WV	24901
Select	6144	Nicole	Banzhoff	302 Drewery Lane		Falling Waters	Berkeley	WV	25419
Select	6120	Megan	Barbour	503 Branch Line Road Apt. #24		Odenton	Anne Arundel	MD	21113
Select	5825	George	Barker	407 Mercury Road		South Charleston	Kanawha	WV	25309
Select	6102	Melissa	Barone	1511 17th Avenue		Parkersburg	Wood	WV	26101
Select	3163	Dorlan	Baughman	389 Woodmen Lane		Napier	Braxton	WV	26631
Select	6107	Jody	Beall	405 Oak Street		Sutton	Braxton	WV	26601
Select	6100	Tabitha	Berg	34 Magellan Drive		Martinsburg	Berkeley	WV	25405
Select	5816	Christina	Bernstein	50 Beechwood Dr.		Berkeley Springs	Morgan	WV	25411
Select	5701	Debra	Bess	202 Creek Side		Fayetteville	Fayette	WV	25840
Select	6034	Tammy	Beveridge	173 Rich View Drive Apt. 644		Kingwood	Harrison	WV	26537
Select	5870	Kenneth	Bevins	80 Mount View Lane		Amherstdale	Logan	WV	25607
Select	6101	Frank	Bibbee	282 Big Ben Road		Ravenswood	Jackson	WV	26164
Select	6026	Christopher	Blair	3402 Carpenter Avenue		Hurricane	Putnam	WV	25526
Select	3169	Pamela	Blankenship	111 Pine Park Pl		Beckley	Raleigh	WV	25801
Select	3171	Angela	Booker	133 Ringleben St.		Beckley	Raleigh	WV	25801
Select	5824	Aimee	Bragg	45 Walnut St.		Ansted	Fayette	WV	25812
Select	5839	Rebecca	Bramer-Dixon	1805 N. 20th St.		Clarksburg	Harrison	WV	26301
Select	5748	Julie	Breneman	1740 Barnes Run Road		Mt. Zion	Calhoun	WV	26151
Select	6137	Cody	Brooks	61 Saint Luke Drive		Franklin	Pendleton	WV	26807
Select	5704	Keith	Buchanan	Sedgewood Townhouse #14		Bluefield	Mercer	VA	24605
Select	5762	Jason	Bucher	4174 Meyer Drive		Hamilton	Heath Township	MI	49419
Select	3176	Joseph	Bucher	P.O. Box 261		Harman	Randolph	WV	26270
Select	6076	Ashlee	Bullock	47 Cooper Run Road		Lovettsville	Loudoun	VA	20180
Select	6049	Kathy Ann	Byers	102 South Harwick Circle		Morgantown	Monongalia	WV	26508
Select	5746	Raymond	Campbell	5774 Preserve Lane		Sheffield	Lorain	OH	44054
Select	5640	Denise	Campbell	595 Maple Lane		Elkins	Randolph	WV	26241
Select	3613	Connie	Cantrell	3194 Walker Dr.		Charleston	Kanawha	WV	25312
Select	6084	Linda Sue	Carter	4331 O'Brian Road		Duck	Braxton	WV	25063
Select	3183	Carrington	Carter	62 Terrace Dr.		White Sulphur Springs	Greenbrier	WV	24986
Select	6145	Michael	Caruso	114 Elm Street		Wheeling	Ohio	WV	26003
Select	6131	Samantha	Cason	57 Mudlick Run Road		Fairmont	Marion	WV	26554
Select	6143	Brandon	Chadock	305 Cemetery Road		Sistersville	Tyler	WV	26175
Select	5715	Brian	Cbapman	3919 Grandview Rd.		Beaver	Raleigh	WV	25813
Select	6119	Juanita	Chapman	117 Willowood Road		Beckley	Raleigh	WV	25801
Select	6035	Chad	Clark	1411 Boulevard Drive		Belpre	Washington	OH	45714
Select	5838	Angela	Cleland	45262 Baum Addition		Pomeroy	Meigs	OH	45769
Select	5797	Stephanie	Cleland	32014 Minersville Road		Racine	Meigs	OH	45771
Select	3187	Beth	Clevenger	P.O. Box 203		Thomas	Tucker	WV	26292
Select	5669	Bonnie	Cogar	101 Ash St.		Summersville	Nicholas	WV	26651
Select	6053	Mary Christine	Colombo	248 Williams Hill Rd.		Glen Easton	Marshall	WV	26039
Select	6089	Stefanie	Compton	205 Wallingford Rd.		Princeton	Mercer	WV	24739
Select	3192	Larry	Conaway	2318 Highland Ave.		Parkersburg	Wood	WV	26101
Select	3189	David	Conaway	PO Box 232189		Las Vegas	Clark	NV	89105
Select	6122	Stacey	Cook	418 West Central Avenue		Ashland	Boyd	KY	41102
Select	5685	Cindy	Cooper	5197 Altizer Ave.		Huntington	Cabell	WV	25705
Select	6025	Stacy	Cooper	PO Box 665		Ansted	Fayette	WV	25812
Select	3197	Gregory	Costello	2421 Darcey Ct.		Perrysburg	Wood	OH	43551
Select	3198	Roberta Kay	Cottrill	2159 River Bend Road		Lost Creek	Harrison	WV	26385
Select	5631	Dr. George	Couch	472 Ironwood Drive.		Canonsburg	Washington	PA	15317
Select	5844	Shelda	Cox	9234 Judson Rd.		Hinton	Summers	WV	25951
Select	5846	Michele	Crandall	2134 East Grafton Road		Fairmont	Marion	WV	26554
Select	6150	Joshua	Crist	20473 Midland Trail		Ansted	Fayette	WV	25812
Select	6096	Sarina	Cutlip	4323 Fairmont Road		Morgantown	Monongalia	WV	26501
Select	5700	Linda	Dailey	126 Cornerstone Drive		Marietta	Washington	OH	45750

Select	3206	George	Dakovic	9 Oakmont Road		Wheeling	Ohio	WV	26003 0
Select	5829	Lora	Dawson	45 Hoss Hill Road		Harts	Lincoln	WV	25524
Select	3207	Donna	Del Checcolo	656 13th Ave		Huntington	Cabell	WV	25701 0
Select	6114	Brooke	Dempsey	146 2nd Avenue		Fayetteville	Raleigh	WV	25840
Select	6028	Tricia Caemine	Dolan	7886 Buckhannon Pike		Mt. Clare	Harrison	WV	26408
Select	5695	Phillip	Donnelly	342 Wilson Ave.		Morgantown	Monongalia	WV	26501
Select	6157	Shannon	Dorsey-Dunlap	113 Pinehurst Drive		Tornado	Kanawha	WV	25202
Select	5876	Jason	Dunigan	305 Tyree Circle		Elkview	Kanawha	WV	25071
Select	5732	Eric	Eberhart	130 Open Ridge Road		Morgantown,	Monongalia	WV	26508
Select	3212	Shawn	Eddy	5109 Briar Meadow Dr.		Cross Lanes	Kanawha	WV	25313
Select	3216	Shasta	Eidell	7786 Georgetown Road		Beverly	Randolph	WV	26253
Select	3215	Linloe	Eidell	P.O. Box 434		Beverly	Randolph	WV	26253 0
Select	3218	Thomas R.	Eidell Jr.	399 Ferguson Road		Elkins	Randolph	WV	26241 0
Select	5843	Michael	Elam	926 20th St.		Vienna	Wood	WV	26105
Select	5737	Helen Lynn	Elliott	P. O. Box 277		Cannelton	Fayette	WV	25036
Select	6083	Kari	Evans	1130 High Knob Farm Road		Maysville	Grant	WV	26833
Select	6105	Marcy	Farinacci	3457 Smithtown Road		Morgantown	Monongalia	WV	26508
Select	6141	Shawn	Farley	1585 Virginia Street East		Charleston	Kanawha	WV	25311
Select	3225	Mary	Ferrell	19 Kitchen Lane		Fayetteville	Fayette	WV	25840 0
Select	5779	Matthew	Fife	610 Leah Dr.		Princeton	Mercer	WV	24739
Select	3227	Mary	Findley	44422 Yost Road		Racine	Meigs	OH	45771 0
Select	5771	Pamela	Fink	619 Old Pisgah Road		Princeton	Mercer	WV	24740
Select	3229	Linda	Fisher	4872 Woods Edge Lane		Morgantown	Monongalia	WV	26508 0
Select	6091	Sheiry A.	Foltz	PO Box 776		Oceana	Wyoming	WV	24870
Select	6060	Tanya	Ford	142 Cumbo Ridge		Oak Hill	Raleigh	WV	25901
Select	3230	Randall	Forzano	253 West Cardinal St.		Wheeling	Ohio	WV	26003 0
Select	6032	Jessica	Fowler	1707 Four Mile Rd.		Charleston	Kanawha	WV	25312
Select	3233	Scott	Fox	753 Chestnut Rd.		Sewickley	Allegheny	PA	15143 0
Select	3231	James D.	Fox	494 Rodgers Road		Chester	Hancock	WV	26034 0
Select	6099	Dorothy	Frazier	PO Box 636		Branchland	Lincoln	WV	25506
Select	6078	Faith	Funderburk	139 Sable Point Drive		Hurricane	Putnam	WV	25526
Select	5724	Steven	Gardner	1325 Valentine Circle		Nitro	Putnam	WV	25143
Select	6051	Cynthia	Garinger	14 Cornerstone Circle		Culloden	Cabell	WV	25510
Select	5730	Marilyn	Gaston	315 East Mountain Road		Knoxville	Frederick	MD	21758-
Select	6027	Brandon	George	10 Leslie Street		Uniontown	Fayette	PA	15401
Select	5709	Michael D.	Gore	12 Riverview Ct.		Milton	Cabell	WV	25541
Select	5857	Jeffrey	Grewell	47249 Township Road 204		Coshocton	Coshocton	OH	43812
Select	5780	Charles	Griffith	416 Ridge View Drive		Berkeley Springs	Berkeley	WV	25411
Select	6123	Danielle	Gunto	550 Yoho Lane		Proctor	Wetzel	WV	26055
Select	3245	Kathy	Haddon	113 Don Street		Follansbee	Brooke	WV	26037 0
Select	6148	Teresa	Halliday	569 Valley View Road		Moorefield	Grant	WV	26836
Select	3247	Gregory	Hamaker	P.O. Box 511		Hopwood	Fayette	PA	15445 0
Select	5728	Sue	Hampson	1191 Scenic Lane		Ridgeley	Mineral	WV	26753
Select	6097	Trista	Hamrick	76 Prosperity Place		Charleston	Kanawha	WV	25313
Select	3248	Rodney	Hannah	293 Santa Claus Lane		Ripley	Jackson	WV	25271
Select	6036	Nathan	Hanshaw	8415 Williamsburg Rd.		Frankford	Greenbrier	WV	24938
Select	5747	Jo Clare	Hanshaw	P.O. Box 541		Ansted	Fayette	WV	25812
Select	6056	Jeffrey M.	Harkins	22 Twin Oaks Drive		Huntington	Cabell	WV	25701
Select	3250	Beth	Harris	80 Bolton Lane		Fairmont	Marion	WV	26554 0
Select	6109	Pamela	Hedrick	33 Lorentz Lane		Buckhannon	Upshur	WV	26201
Select	6130	Jacob	Helman	682 National Avenue		Winchester	Frederick	VA	22601
Select	6132	Teiranee	Henry	5019A Jonquil Drive		Charleston	Kanawha	WV	25306
Select	5753	Michael	Herald	90 West 34th Street		Belle	Kanawha	WV	25015
Select	3258	Michael	Hicks	27 Bates Road		Morgantown	Monongalia	WV	26505 0
Select	3260	Deborah	Hill	40 Weeping Willow Lane		Mt. Nebo	Nicholas	WV	26679 0
Select	6140	Ronald J.	Hill	1430 Ithaca Drive		Columbus	Franklin	OH	43228
Select	5648	Bonnie	Hitt	2311 Bailey Ridge Road		Buckhannon	Upshur	WV	26201
Select	6079	Rose	Holicker	49070 State Route 124		Racine	Meigs	OH	45771
Select	6108	Sara	Holler	108 Pleasant Meadows		Oakland	Allegheny	MD	21550
Select	3265	Brenda	Holster	5999 Gatewood Road		Fayetteville	Fayette	WV	25840 0
Select	5842	Tia	Hovatter	321 Kelly Road		Morgantown	Monongalia	WV	26508
Select	6133	John	Huddleston	406 Awesome Valley Drive		Elizabeth	Wirt	WV	26143
Select	6072	Julie	Huron	PO Box 482		Chesapeake	Lawrence	OH	45619
Select	5675	Shayne	Hutchinson	239 Fieldstone Drive		Fraziers Bottom	Putnam	WV	25062
Select	5785	Naomi June	Hutchinson	P.O. Drawer 1007		Craigsville	Nicholas	WV	26205
Select	6048	Ashley M.	Ince	6019 Skylark Lane		Charleston	Kanawha	WV	25312
Select	5813	Patricia	Ingram	172 Right Fork Turkey Road		Ansted	Fayette	WV	25812
Select	6068	Cara-Lyn	Janeczko	20 Robin Court		Wheeling	Marshall	WV	26003
Select	5793	Jennifer	Jeffrey	5 Hampton Crossing		Hurricane	Putnam	WV	25526
Select	6086	Phillip	Jerman, III	338 Main Street		West Ronceverte	Greenbrier	WV	24970
Select	3266	Sharon	Johnson	403 Spruce Lane		Beckley	Raleigh	WV	25801 0
Select	3186	Sheila	Jones-Marino	219 Santorini Avenue		Morgantown	Monongalia	WV	26508

Select	6095	Rebecca Marie	Jude	16 Marne Drive		Huntington	Cabell	WV	25705
Select	6085	Amee	Kearns	14806 Læctown Road		Kearneysville	Jefferson	WV	25430
Select	3269	Matthew	Keefe	525 Ann Drive		Gallipolis	Galia	OH	45631
Select	3272	Thomas	Kelley Jr.	148 Peach Ridge Road		Hurricane	Putnam	WV	25526
Select	6038	Tammy	Keough	83 Irish Lane		Bridgeport	Harrison	WV	26330
Select	6149	Ashlee	Ketterman	PO Box 318		Maysville	Grant	WV	26833
Select	6124	Joshua	Kidd	4490 Country Club Drive		South Charleston	Kanawha	WV	25309
Select	6075	Todd A.	Kimble	1862 Mud Run Road		Ripley	Jackson	WV	25271
Select	3277	Donald	Kirsch	1511 Atlas Road		Wheeling	Ohio	WV	26003 0
Select	6103	Deanna	Kramer	PO Box 1191		Charleston	Kanawha	WV	25301
Select	6110	Michelle	Lane-Cutshall	22395 South Calhoun HWY		Chloe	Calhoun	WV	25235
Select	5801	Crystal	Larson	105 Evergreen Farms Lane		Wardensville	Hardy	WV	26851
Select	5622	Anthony	Larson	105 Evergreen Farms Lane		Wardensville	Hardy	WV	26851 0
Select	5789	Michael	Laughery	129 Angela Drive		Scott Depot	Putnam	WV	25560
Select	3286	Karen	Lawson	707 Hillcrest Dr.		Ravenswood	Jackson	WV	26164 0
Select	3285	Alvin	Lawson	707 Hillcrest Dr.		Ravenswood	Jackson	WV	26164 0
Select	6139	Ritha	Leatherbury	5790 Charleston Road		Walton	Roane	WV	25886
Select	5848	Elizabeth	Lockett	523 Buck Fork Road		Dobson	Surry	NC	27017
Select	6142	Mark	Lubic	PO Box 146		St. Marys	Pleasant	WV	26170
Select	5696	Patty	Lucas	261 Buckhorn Street		North Tazewell	Tazewell	VA	24630
Select	3196	Michele	Magnus	81 Cedar Hill Drive		Swanton	Garrett	MD	21561
Select	6127	Jennifer	Marrs	1231 Lebanon Street		Bluefield	Mercer	WV	24701
Select	5865	Christopher	Marshall	450 Blackberry Ridge Drive		Morgantown	Monongalia	WV	26508
Select	5647	William Scott	Marshall	420 Pine Lane		Lucasville	Scioto	OH	45648
Select	3301	Joseph	Mason	58 Knotty Pine Way		Merrells Inlet	Georgetown	SC	29576
Select	3333	Nancy	Mason	56 Holden Dr.		Martinsburg	Berkeley	WV	25401 0
Select	6147	Amy	Maxwell	8529 High Timber Ct.		Ellicott City	Howard	MD	21043
Select	5794	Christopher	McBee	40 Summit Drive		Williamstown	Wood	WV	26187
Select	5822	James	McBurney	2699 Trace Fork Road		So. Charleston, WV 25309	Kanawha	WV	25505
Select	6043	Robert	McClintic, II	2152 Pocahontas Trail	PO Box 524	White Sulphur Springs	Greenbrier	WV	24986
Select	5699	Teresa	McCormick	589 Ridge View Hill Road		Jane Lew	Lewis	WV	26378
Select	6059	Thomas	McCracken	23 Ridgewood Avenue		Wheeling	Ohio	WV	26003
Select	5679	William	McDermott	P. O. Box 757		Ona	Putnam	WV	25545
Select	5773	Thomas	McGraw	P.O. Box 667		Smithers	Fayette	WV	25186-
Select	6058	Tomi	McMillian	17 Brentwood Circle		Nitro	Putnam	WV	25143
Select	3311	Michael	Miller	1 Millers Landing		Parkersburg	Wood	WV	26104
Select	5875	Diane	Miller	74 Elmwood Drive		Triadelphia	Ohio	WV	26059
Select	6093	Jay Michael	Miller	1972 Ashby Ridge Road		Parkersburg	Wood	WV	26104
Select	5827	Kimberly	Mitchell	5301 Edgebrook		Cross Lanes	Kanawha	WV	25313
Select	5630	Judith	Mohr	2328 Miletus Road		Salem	Harrison	WV	26426
Select	5761	Anthony	Mollica	74 Monroe Dr.		Russel	Greenup	KY	41169
Select	5871	Cherie	Moore	871 Woodyard Creek Rd.		Washington	Wood	WV	26181
Select	3313	Carlene	Moore	800 Memorial Road		Fairview	Marion	WV	26570 0
Select	6121	Haley	Moore	2316 Fields Creek Road		Winifrede	Kanawha	WV	25214
Select	6098	Matthew Lawrence	Moore	127 Top of the Rock Drive		Morgantown	Monongalia	WV	26508
Select	6134	Charles	Morgan	6 Rivercrest Court		Vienna	Wood	WV	26105
Select	5738	Carol	Morris	131 Castle Rock Drive		Elkins	Randolph	WV	26241
Select	6033	Susan	Moten	672 Loops Road		Rainelle	Summers	WV	25962
Select	6153	Christina	Mullenax	339 Marysville Run Road		Belington	Barbour	WV	26250
Select	6116	Morgan	Murphy	49 Raven Avenue		Wheening	Ohio	WV	26003
Select	5830	Matthew	Murray	147 Delores Lane		Chester	Hancock	WV	26034
Select	6115	Pamela Brooke	Myers	3260 Dragon Highway		Cameron	Marshall	WV	26033
Select	6090	Julie	Mylar	56 Endicott Lane		Huntington	Cabell	WV	25705
Select	6151	Mariah	Naylor	120 Bell Acres		Scott Depot	Putnam	WV	25560
Select	3317	Josepb	Neil	305 Lone Tree Dr.		Summersville	Nicholas	WV	26651 0
Select	5782	Terri	Nelson	115 Ott St.		Logan	Logan	WV	25601
Select	3318	Mark	Nesland	11 Jack Reed Rd.		Motesville	Barbour	WV	26445
Select	6111	Kelly	Nibert	PO Box 122,2411 Lee Circle		Syracuse	Meigs	OH	45779
Select	5778	Lofi	Noe	P.O. Box 773		Stollings	Logan	WV	25646
Select	3612	Jennifer	Pagliari	48 Springston Drive		Fairmont	Marion	WV	26554
Select	3323	Tammy Jo	Painter	6003 Bobolink Lane		Charleston	Kanawha	WV	25312 0
Select	6077	Shannon	Parsons	41160 St. Rt. 7		Reedsville	Dorchester	OH	45772
Select	3257	Lee Ann	Parsons	108 Riverview Drive		Tomado	Kanawha	WV	25202 0
Select	6074	Kourtney	Pennington	317 Spring Avenue		Clarksburg	Harrison	VA	26301
Select	5831	Angela	Peterson	P.O. Box 311		Princeton	Mercer	WV	24740
Select	5862	Jo	Peterson	150 Blue Sage Court		Morgantown	Monongalia	WV	26508
Select	6046	Tara	Pletcher	401 Winter Avenue		Wheeling	Ohio	OH	26003
Select	5868	Matthew	Poorman	6846 Valley Brook Drive.		Charleston	Kanawha	WV	25312
Select	6039	Joseph	Preast	109 Emerson Road		Clarksburg	Harrison	WV	26301
Select	6057	Jessica	Price	40200 State Route 800		Woodsfield	Monroe	OH	43793
Select	6136	John	Pritt	1234 Alpine Lake Road		Terra Alta	Preston	WV	26764
Select	5620	Kristine	Provan	218 Maybank Ct.		Gahanna	Franklin	OH	43230 0

Select	3332	Rhonda	Quattrochi	161 Powers Road		Weirton	Hancock	WV	26062 0
Select	5625	James	Ragland	113 Ott Street		Logan	Logan	WV	25601 0
Select	5754	Melissa	Raynes	2467 Allen Fork Road		Charleston	Kanawha	WV	25320 0
Select	5863	Sherri	Reed	622 Fall Avenue		Weston	Lewis	WV	26452 0
Select	6054	Casey	Richards	129 Powers Road		Weirton	Hancock	WV	26062 0
Select	6165	Susan	Richmond		203 Homewood Dr.	Beckley	Raleigh	WV	25801 0
Select	6166	Susan	Richmond	203 Homewood Drive		Beckley	Raleigh	WV	25801 0
Select	6063	James	Rife, Sr.	148 Pioneer Drive Apt #9		Lebanon	Russell	VA	24266 0
Select	5803	Patricia	Roan	1640 King St.		South Charleston	Kanawha	WV	25303 0
Select	5854	Matthew	Rutherford	301 McCall Street		Waukesha	Waukesha	WI	53186 0
Select	6019	Candy	Sanchez	1127 Ferry Street		Shrewsbury	Kanawha	WV	25015 0
Select	5740	Shannon	Schultheis	181 Blackwater Lane		Davisville	Wood	WV	26142 0
Select	6155	Amanda	Scott	325 South Mimosa Lane, Apt. #4		Bridgeport	Harrison	WV	26330 0
Select	6040	Joseph	Seese	224 Kimberly Lane		Kingwood	Preston	WV	26537 0
Select	6125	Melissa	Sellers	82 Pochards Ct.		Martinsburg	Berkeley	WV	25403 0
Select	3344	Keith	Sexton	1515 Pluto Road		Shady Springs	Raleigh	WV	25918 0
Select	6081	Tara	Shaver	55 Meadow View Lane		Beverly	Randolph	WV	26253 0
Select	5790	Ricky	Shrewsbury	1767 Nubbins Ridge Road		Beeson	Summers	WV	25951 0
Select	5755	Barbara	Sisarick	16 Courtland Avenue		Wheeling	Marshall	WV	26005 0
Select	5752	Jeffrey	Smith	1495 Ravinia Road		Charleston	Kanawha	WV	25314 0
Select	6135	Jo Ann	Smith	132 Almay Street		Shady Spring	Raleigh	WV	25918 0
Select	5714	Michelle	Smith	363 Ridgewood Dr.		Ft. Ashby	Mineral	WV	26719 0
Select	6047	Ronnie	Smith, Jr	9 Steiner Blvd.		Barboursville	Cabell	WV	255014 0
Select	5832	Aaron	Snodgrass	2718 Iva Durst Road		Leon	Mason	WV	25123 0
Select	5745	Misty	Spiroff	60 LaVista Drive		Morgantown	Monongalia	WV	26508 0
Select	5653	Annica	Stansberry	P.O. Box 670		Hurricane	Putnam	WV	25526 0
Select	6055	Christina A.	Starcher	235 Chapman Avenue		Spencer	Jackson	WV	25276 0
Select	6126	Rebecca	Steadman	107 Bryant Lake Road		Cross Lanes	Kanawha	WV	25313 0
Select	5804	Belinda	Stear	1858 Song Convention Road		Mt. Nebo	Nicholas	WV	26679 0
Select	3357	Gregory	Stephens	11094 Dupont Road		Washington	Wood	WV	26181 0
Select	6154	Spencer	Stevens	37 Red Mulberry Way Apt #4		Charleston	Kanawha	WV	25306 0
Select	3359	Shelia	Stewart	P.O. Box 217		Bolt	Raleigh	WV	25817 0
Select	6138	Deborah	Stoffel	3821 Sandlwood Road		High Point	Guilford	NC	27265 0
Select	6128	Joshua	Stone	104 Wyndham Knob		Parkersburg	Wood	WV	26104 0
Select	5808	Kristen	Stotler	1923 Main St.		Wellsburg	Brooke	WV	26070 0
Select	5725	Patricia	Stover	14126 Greater Pines Blvd.		Clermont	Lake	FL	34711 0
Select	6106	Bradley	Stump	PO Box 883		Shady Spring	Raleigh	WV	25918 0
Select	6045	Patricia	Summerfield	254 Glade Run Road		Moatsville	Barbour	WV	26405 0
Select	3364	Robin	Sutphin	4300 Staunton Ave.		Charleston	Kanawha	WV	25304 0
Select	5756	Christine	Tarr	118 Alexander Estates		Tridelfia	Ohio	WV	26059 0
Select	5814	Katrina	Taylor	62 Spaniel Rd.		Martinsburg	Berkeley	WV	25404 0
Select	6112	Robin	Taylor	815 13th Avenue		Marlinton	Pocahontas	WV	24954 0
Select	5726	Drema	Thompson	4551 Rutledge Drive		Oakwood	Hall	GS	30566 0
Select	5657	Connie	Tomshack	81 Baxter Addition		Colliers	Brooke	WV	26035 0
Select	5663	Kimberly	Toney	139 Lock Lane		Alum Creek	Lincoln	WV	25003 0
Select	3368	Roger	Topping	1016 Meador Street.		Princeton	Mercer	WV	24740 0
Select	6146	Melanie	Torok	PO Box 18		Mount Pleasant	Jefferson	OH	43939 0
Select	5817	Joseph	Triana	175 Intimidator Lane		Given	Jackson	WV	25245 0
Select	5836	Matthew	Tucker	5509 Toledo Ave.		Charleston	Kanawha	WV	25304 0
Select	6156	Angela	Urse	1 Cacapon Circle		Fairmont	Harrison	WV	26554 0
Select	5837	Pauline	Vance	219 Jefferson Street		Moorefield	Hardy	WV	26836 0
Select	5708	Cynthia	Wagoner	P.O. Box 32 Dowden Addition		Fort Ashby	Mineral	WV	26719 0
Select	5826	Oodayyun	Wagoner	264 Hunters Fork Road		Belington	Barbour	WV	26250 0
Select	5847	Valerie	Wall	12 Elwood Avenue		Huntington	Cabell	WV	25705 0
Select	6117	Danelle	Wandling	4804 Ripley Road		Point Pleasant	Mason	WV	25550 0
Select	5821	Stacy	Wellman	1888 George Washington Highway		Grafton	Taylor	WV	26354 0
Select	6113	Stetson	West	10 Macedonia Road		Buckhannon	Upshur	WV	26201 0
Select	6050	Eileen	Wheeldon	124 Township Road #1432		South Point	Lawrence	OH	45680 0
Select	3380	Lisa	White	330 Ridgeway Dr.		Bridgeport	Harrison	WV	26330 0
Select	5628	Diana L.	White	140 Hunter Dr.		Buckhannon	Upshur	WV	26201 0
Select	6152	Candace	Whitman-Workman	457 Hill Valley Drive		Julian	Boone	WV	25529 0
Select	5852	Laura	Wiley	591 Parkview Terrace		Athens	Mercer	WV	24712 0
Select	6094	Brandon	Williams	1525 Greentown Loop Rd		Oak Hill	Fayette	WV	25901 0
Select	5739	Angel	Williams	40 Gunny Lane		Sinks Grove	Greenbrier	WV	24976 0
Select	3619	Pamela	Woolums-Russell	576 East Mt. Lookout Road		Mt. Lookout	Nicholas	WV	26678 0
Select	3386	Denise	Worley	103 Yorktown Ct.		Beckley	Raleigh	WV	25801 0
Select	3387	Judson	Worth	P.O. Box 208		Marlington	Pocahontas	WV	24954 0
Select	5680	Randy	Wright	1718 Caywood Road		Marietta	Washington	OH	45750 0