

WEST VIRGINIA BOARD OF MEDICINE
Executive/Management Committee Minutes
March 9, 2025

The West Virginia Board of Medicine's Executive/Management Committee met at 10:30 am on March 9, 2025 at the Board Office.

The following committee members attended the meeting in person:

Jonathan P. Lilly, MD, Executive/Management Committee Chair
Angela A. Mayfield
Ashish P. Sheth, MD
Victoria L. Takubo, PA-C

The following committee member attended a portion of the meeting via teleconference:

Peter S. Martin, MD

The following staff members attended the meeting:

Mark A. Spangler
Jamie S. Alley, Esq.
Evelyn R. Bush
Greg S. Foster, Esq.
Jamie C. Frame

The following individuals attended a portion of the meeting at the invitation of the Committee:

Bradley P. Hall, MD
Kenneth D. Wright, PA-C

With a quorum of members present, Dr. Lilly called the meeting to order.

**CALL TO
ORDER**

Prior to today's meeting, a copy of the draft January 12, 2025 meeting minutes were made available for members to review. Ms. Takubo moved that the January 12, 2025 meeting minutes be approved as presented. Dr. Sheth seconded the motion, and the motion carried without opposition.

**APPROVAL
OF MINUTES**

Prior to today's meeting, a copy of the West Virginia Medical Professionals Health Program (WVMPHP) Budget Information and the Participant's Acknowledgment of Fees Form

were made available for members to review. Mr. Spangler reminded members that following the Performance Evaluation and Research Division Audit that was conducted in 2022, the Auditor's Report to the Legislature recommended that the Board be more attuned to the WVMPHP's schedule of participant costs and its budget and funding. Dr. Hall provided an overview of the current status of the WVMPHP and advised of future goals. Committee members expressed their appreciation regarding the important contribution that the WVMPHP makes to physician wellness and public safety, and thanked Dr. Hall and Mr. Wright for the information.

Dr. Hall and Mr. Wright left the meeting at this time.

Prior to today's meeting, a copy of the fiscal reports and purchasing card transactions for the months of December 2024 and January 2025 were made available for members to review. Mr. Spangler provided an overview of the Board's financial status and reported that the Board continues to maintain a good financial position. Dr. Sheth moved that the December 2024 and January 2025 fiscal reports and purchasing card transactions be approved. Ms. Takubo seconded the motion, and the motion carried without opposition.

Prior to today's meeting, correspondence and associated documentation related to the proposed name of a limited liability company was made available for members to review. Ms. Frame reported that ACC Psychiatry LLC is currently authorized in Maryland. The owner, who is a certified registered nurse practitioner who specializes in psychiatric mental health, is licensed in Maryland and West Virginia, and is providing psychotherapy and medical management via telehealth in his solo psychiatric practice. The member is seeking to foreign qualify the company in West Virginia and in doing so, the West Virginia Secretary of State's Office referred the company to the Board of Medicine since the company name contains medical terminology. Based upon the information provided, the Committee concluded that the name of the company may be misleading to the public. Ms. Takubo moved that the Committee direct Board staff to advise the company and the West Virginia Secretary of State's Office that in this instance the Board is not in a position to endorse the use of the name ACC Psychiatry LLC. Ms. Mayfield seconded the motion, and the motion carried without opposition.

Dr. Martin left the meeting at this time.

Prior to today's meeting, correspondence related to the proposed name of a second limited liability company was made available for members to review. Ms. Frame reported that Urgent Care Radiology Insights, LLC is owned by a radiologic technologist who also holds the credentials of MBA and CRA. The radiologic technologist is seeking to provide consulting services to urgent care facilities on radiology workflows, efficiency, educational programs, etc. Based upon the information provided, the Committee concluded that the name of the company may be misleading to the public. Ms. Takbuo moved that the Committee direct Board staff to advise the company and the West Virginia Secretary of State's Office that in this instance the Board is not in a position to endorse the use of the name Urgent Care Radiology Insights LLC. Ms. Mayfield seconded the motion, and the motion carried without opposition.

Prior to today's meeting, information regarding data services provided by the West Virginia University (WVU) Office of Health Services Research was made available for members to review. Ms. Frame reported that since 1992, the Board has provided data to the WVU Office of Health Services Research, and the said office has assisted the Board in processing requests for Board of Medicine data. In response to legislation that was enacted, the Board is required to publish rosters which contain the name, credential number and credential expiration date on the Board's website. Board staff anticipate that if the cohort of publicly available information that is published on the website is expanded that the number of requests which require data to be generated on a case-by-case basis would decrease, which would permit Board of Medicine staff to process all requests in-house. Ms. Takubo moved that the Committee authorize Board staff to expand the publicly available information that is published on the rosters and to notify the WVU Office of Health Services Research that the Board appreciates their assistance with processing requests; however, moving forward the Board will process all requests for Board of Medicine data. Dr. Sheth seconded the motion, and the motion carried without opposition.

Mr. Spangler reported that in 2022 the Board established an Application Review Workgroup to evaluate applications and determine what, if any, modifications and/or modernizations were needed. As the Board prepares to place the database and website out for bid, Board staff believe that now is the ideal time to reevaluate all applications. Dr. Sheth moved that the Committee authorize Board staff to reestablish the Application Review Workgroup to evaluate current applications to determine what, if any, modifications and/or modernizations are needed.

Ms. Takubo seconded the motion, and the motion carried without opposition. Workgroup recommendations will be reported to the Executive / Management Committee for consideration.

Prior to today's meeting, a copy of the Board's Telework Program Policy was made available for members to review. Mr. Spangler reported that since September 2023, Board staff who are interested in teleworking and who meet the eligibility criteria have been working remotely one day per week. The telework program continues to function effectively; however, it is an appropriate time to revisit the need for such a program. Following discussion, Ms. Sheth moved that the Committee recommend that the Board rescind the Board's telework program, and to confirm that the rescission of the telework policy reverts the Board to its pre-COVID-19 practice of granting the Executive Director discretion to permit temporary or intermittent remote work under extenuating circumstances and where the practice would support the mission of the Board. Ms. Mayfield seconded the motion, and the motion carried without opposition.

Prior to today's meeting, the Advisory Commission on Additional Licensing Models Guidance Document was made available for members to review. Mr. Spangler reported that the document offers recommendations related to licensing international medical graduates. The Committee took no action with regard to the document.

Mr. Spangler reminded members that at the January 12, 2025 Board meeting, the Committee recommended and the Board approved, sponsoring Albaraa Abdullah M. Badawood, MD to sit for Step 3 of the United States Medical Licensing Exam (USMLE) for a final time. Following the Board meeting, Board staff submitted a letter of sponsorship to the USMLE. To date, the Board has not been notified of the USMLEs decision in this matter.

The following two agenda items were tabled to a future meeting: (1) consideration of an inquiry regarding prophylactic prescribing of medications; and (2) correspondence received regarding the prescribing of opioid medications.

Ms. Alley reported that the PA Licensure Compact Commission is in the process of establishing rules, entering into memoranda of understandings related to funding and developing

communication packets for new states who will be onboarding. The Commission's annual meeting will be held in Seattle, Washington on April 25, 2025.

Mr. Spangler reported that the Interstate Podiatric Medical Licensure Compact Commission is working with the Interstate Medical Licensure Compact Commission to develop a compact which is very similar to the Interstate Medical Licensure Compact. The Compact will provide a streamlined process to allow podiatric physicians to become licensed in multiple states.

Mr. Spangler reported that license renewal for physician assistants, controlled substance dispensing practitioner registration for physician assistants and interstate telehealth registration renewal for medical doctors and physician assistants began on February 5, 2025, and will conclude at 4:30 pm on March 31, 2025. Renewal statistics are provided below.

Credential Type	Number of Credentials Eligible to Renew	Number of Credentials Renewed as of March 8, 2025
Physician Assistant License	1477	840
Interstate Telehealth Registration – Physician Assistant	29	8
Interstate Telehealth Registration – Medical Doctor	53	195
Controlled Substance Dispensing Registration – Physician Assistant	17	58

Mr. Spangler further reported that although the renewal period has been particularly busy, Board staff remain dedicated and continue to do an excellent job.

Mr. Spangler reported that the renewal period for medical doctors whose last names begin with the letters M through Z, all podiatric physicians, controlled substance dispensing practitioners (medical doctors whose last names begin with the letters M through Z and all podiatric physicians), educational permit participants, and professional limited liability companies will begin on May 7, 2025.

Mr. Spangler reported that Board staff continue to work with the West Virginia Purchasing Division to procure a new database and website. The Evaluation Committee has been established, and Board staff are working to finalize the Request for Proposal.

Mr. Spangler reported that Bonnie L. McClure began her employment as Receptionist / Administrative Office Assistant for the Board in January 2025. Ms. McClure's employment concluded shortly thereafter. The Board wishes Ms. McClure the best in her future endeavors.

Mr. Spangler reported that Ms. Angela L. Hunt interviewed for and has accepted the position of Receptionist / Administrative Office Assistant for the Board. Ms. Hunt will begin her employment tomorrow, March 10, 2025. The Board looks forward to working with Ms. Hunt.

ADJOURNMENT

There being no further business to consider, Dr. Sheth moved that the meeting adjourn. Ms. Takubo seconded the motion, and the motion carried without opposition.



Jonathan P. Lilly, MD
Executive / Management Committee Chair