

WEST VIRGINIA BOARD OF MEDICINE
Executive/Management Committee Minutes
July 13, 2025

The West Virginia Board of Medicine's Executive/Management Committee met at 11:00 am on July 13, 2025 at the Board Office.

The following committee members attended the meeting in person:

Jonathan P. Lilly, MD, Executive/Management Committee Chair
Kishore K. Challa, MD, FACC
Angela A. Mayfield
Victoria L. Takubo, PA-C

The following committee member attended 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

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 May 4, 2025 meeting minutes were made available for members to review. Ms. Mayfield moved that the May 4, 2025 meeting minutes be approved as presented. Ms. Takubo seconded the motion, and the motion carried without opposition.

**APPROVAL
OF MINUTES**

Prior to today's meeting, a copy of the fiscal reports and purchasing card transactions for the months of April and May 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. Ms. Mayfield moved that the April and May 2025 fiscal reports and purchasing card transactions be approved. Dr. Challa seconded the motion, and the motion carried without opposition.

Prior to today's meeting, draft guidance issued by the Advisory Commission on Additional Licensing Models, was made available for members to review. Mr. Spangler reported that the guidance relates to the assessment and supervision of internationally trained physicians during their provisional licensure period before they become eligible for a full unrestricted license to practice medicine. The Committee directed Board staff to explore alternate licensing models for international medical graduates and present recommendations to the Committee at a future meeting.

Mr. Spangler reported that the Board is currently accepting written comments on proposed amendments to W. Va. Code R. § 11-1B-1 *et seq.*, *Licensure, Practice Requirements, Disciplinary and Complaint Procedures, Continuing Education, Physician Assistants*, and W. Va. Code R. § 11-6-1 *et seq.*, *Continuing Education for Physicians and Podiatric Physicians*. The amendments update the continuing education requirements for medical doctors, podiatric physicians and physician assistants. The comment period will conclude at 4:30 pm on July 24, 2025, after which the Legislative Committee will meet to consider the comments that are received. As the Legislative Committee did not meet this weekend, Ms. Mayfield moved that the Executive/Management Committee recommend that the Board delegate authority to the Legislative Committee to act on behalf of the Board with regard to rulemaking. Dr. Challa seconded the motion, and the motion carried without opposition.

Prior to today's meeting, a copy of W. Va. Code R § 11-9-1 *et seq.*, *Certification, Disciplinary and Complaint Procedures, Continuing Education, Radiologist Assistants*, and a request that was received from the West Virginia Board Medical Imaging and Radiation Therapy Technology Board of Examiners was made available for members to review. Mr. Spangler reported that W. Va. Code R. § 11-9-1 *et seq.*, which became effective July 1, 2008, authorizes the Board to issue a certification to individuals that the Board approves to serve as radiologist assistants (RAs). To date, the Board has not issued a certification for this credential type. The Medical Imaging and Radiation Therapy Technology Board of Examiners has inquired whether the Board of Medicine would be amenable to introduce legislation to transfer the regulation of RAs to their Board. Ms. Mayfield moved that the Committee recommend that the Board not oppose the introduction of legislation by the Medical Imaging and Radiation Therapy Technology Board of Examiners to transfer the regulation of RAs from this Board to that Board; however, the Board

of Medicine cannot introduce such legislation on behalf of the Medical Imaging and Radiation Therapy Technology Board of Examiners. Dr. Challa seconded the motion, and the motion carried without opposition.

Prior to today's meeting, a copy of Senate Bill 458, Universal Professional and Occupational Licensing Act of 2025 was made available for members to review. Ms. Alley reported that the Universal Professional and Occupational Licensing Act (UPOLA) provides a pathway to licensure, registration or certification to eligible practitioners who either establish residency in West Virginia or who are married to an active-duty member of the armed forces of the United States and have accompanied the member to an official permanent change of station to a military installation located in West Virginia. A credential issued by the Board pursuant to the UPOLA pathway may not form the basis of participation in any interstate licensing compact. Additionally, because the UPOLA pathway does not include verification of education, the Board of Medicine profile for UPOLA licensees will denote that education is not primary source verified. If the proposed UPOLA licensure processes are approved by the Board, Board staff will issue a license or credential to a UPOLA applicant within three business days of determination that a complete application has been submitted by an eligible and qualified applicant and that the application does not contain unusual circumstances or discrepant information requiring personal review by the Board.

Prior to today's meeting a copy of the following draft documents were made available for members to review: (1) Initial Radiologist Assistant Certification Application and Instructions for Traditional Pathway Applicants; (2) Initial Radiologist Assistant Certification Application and Instructions for UPOLA Applicants; and (3) Radiologist Assistant Job Description. Mr. Foster provided an overview of the proposed processes for radiologist assistants who are applying for initial certification via either the traditional pathway or the UPOLA pathway. Ms. Mayfield identified one modification that will need to be incorporated, which consists of changing "physician assistant" to "radiologist assistant". Dr. Challa moved that the Committee recommend that the Board approve the radiologist assistant applications and job description as modified. Ms. Mayfield seconded the motion, and the motion carried without opposition.

Mr. Spangler reported that the International Association of Medical Regulatory Authorities (IAMRA) is a membership organization that promotes effective medical regulation worldwide by supporting best practice, innovation, collaboration, and knowledge sharing in the interest of public safety and in support of the medical profession. IAMRA's vision is that "everyone around the world is treated and cared for by safe and competent doctors." Dr. Challa moved that the Committee recommend that the Board become a member of IAMRA. Ms. Mayfield seconded the motion, and the motion carried.

Mr. Spangler reported that from time to time Board members will attend Board of Medicine meetings virtually via teleconference or Zoom. Currently, requests to attend meetings virtually are considered on a case-by-case basis. The Committee directed Board staff to research options for including virtual options for Board and Committee meetings. The Committee will review options and consider a formal policy at a future meeting.

Mr. Spangler reported that North Carolina recently became the 44th state to join the Interstate Medical Licensure Compact (IMLC) and IMLC legislation is currently pending in Massachusetts. Additionally, effective July 7, 2025, physicians can designate Pennsylvania as their state of principal licensure, which means that the Pennsylvania State Board of Medicine may issue Letters of Qualification.

Mr. Spangler reported that Iowa has introduced legislation to enact the Interstate Podiatric Medical Licensure Compact.

Ms. Alley reported that the PA Compact Commission is meeting monthly, and hope to move forward with a Request for Proposal for a data system soon. Work on rules is also ongoing.

Prior to today's meeting, 2025 renewal statistics were made available for members to review. 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 practitioner registrations for medical doctors whose last names begin with the letters M through Z and all podiatric physicians, educational permits, and professional limited liability companies began on

May 7, 2025 and concluded at 4:30 pm on June 30, 2025. Mr. Spangler acknowledged the following staff members for their contributions in making the 2025 renewal period a success:

- Jamie S. Alley, Deputy Director / General Counsel
- Evelyn R. Bush, Fiscal Officer
- Sara J. Fields, Senior Licensure Analyst
- Jamie Frame, Executive Administrative Assistant and Office Manager
- Samantha N. Gutierrez, Information Systems Coordinator
- Angela L. Hunt, Administrative Office Assistant / Receptionist
- Jessica N. Luciano, Licensure Analyst
- Sheree J. Thompson, Supervisor of the Licensing, Certification and Renewal Division
- Carmella L. Walker, Licensure Analyst

The 2025 Renewal Statistics, which were presented to the Committee, are as follows:

Credential Type	Number Eligible to Renew	Number Renewed	Number Expired Due to Nonrenewal
M-Z Traditional License Pathway	3890	3314	576
M-Z IMLC License Pathway	1022	747	275
Former IMLC Pathway Licensees Not Eligible to Renew	0	0	9
Medical School Faculty*	7	6	1
Restricted License in Extraordinary Circumstances	7	7	0
Volunteer Licenses	3	2	1
Administrative Medicine Licenses	10	8	2
Educational Permits**	715	532	149
DPM Licenses	159	142	17
M-Z CSDP Registrations	133	100	33
DPM CSDP Registrations	7	4	3
PLLCs***	179	149	28

- * Medical School Faculty data is provided for fiscal year July 1, 2024 through June 30, 2025.
- ** 34 of the eligible permit holders changed programs, which resulted in issuance of a new permit rather than renewal of the current permit.
- ***2 PLLCs notified the Board of their office closure.

Mr. Spangler reported that the Board's contract with the current database vendor, Albertson Consulting/Big Picture, concluded on July 10, 2025; an emergency contract is currently in place. Board staff continue to work with the West Virginia Purchasing Division to procure a new database and website. The Request for Proposal has been submitted, and Evaluation Committee membership has been established. The Board is currently in what the Purchasing Division refers to as a "Blackout Period" which prohibits the Board from engaging in conversation with potential database vendors.

ADJOURNMENT

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



Victoria L. Takubo, PA-C
Active Executive / Management Committee Chair