

WEST VIRGINIA BOARD OF MEDICINE MEETING MINUTES

Meeting Information	
Committee	Executive / Management
Meeting Date	September 7, 2025
Meeting Time	11:00 am
Location	West Virginia Board of Medicine 101 Dee Drive, Suite 103 Charleston, West Virginia 25311

Committee Members		
Name	Present	Absent
Jonathan P. Lilly, MD		X
Kishore K. Challa, MD, FACC	X	
Mark E. McDaniel, DO, FAAFP	X	
Angela A. Mayfield	X	
Victoria L. Takubo, PA-C, Acting Chair	X	

Staff Members		
Name	Present	Absent
Mark A. Spangler, Executive Director	X	
Jamie S. Alley, Esq.	X	
Evelyn R. Bush	X	
Greg S. Foster, Esq.	X	
Jamie C. Frame	X	

Guests / Public Members
There were no guests / public members in attendance.

Call to Order

With a quorum of members present, and in the absence of Dr. Lilly, Ms. Takubo called the meeting to order.

Approval of Minutes

Prior to today's meeting, a copy of the draft July 13, 2025 meeting minutes were made available for members to review. Ms. Mayfield moved that the July 13, 2025 meeting minutes be approved as presented. Dr. Challa seconded the motion, and the motion carried without opposition.

Fiscal Reports and Purchasing Card Transactions

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

Establishment of 2026 Board Meeting Dates

Prior to today's meeting, the following proposed 2026 board meeting dates were made available for members to review:

January 12, 2026
March 9, 2026
May 18, 2026
July 13, 2026
September 14, 2026
November 9, 2026

Dr. Challa moved that the Committee recommend that the Board approve the proposed 2026 board meeting dates. Ms. Mayfield seconded the motion, and the motion carried without opposition.

Consideration of an Inquiry Regarding the Use of Telehealth Pursuant to the Opioid Reduction Act

Prior to today's meeting, an inquiry regarding whether physical exams that are performed pursuant to the Opioid Reduction Act can be conducted remotely via telehealth was made available for members to review. Mr. Foster reported that the Opioid Reduction Act requires a practitioner to conduct and document the results of a physical examination every ninety days for any patient for whom he or she continues to treat with any scheduled II opioid drug. Ms. Mayfield moved that the Committee direct board staff to refer the inquirer to the relevant statute, W. Va. Code § 16-54-1 *et seq.*, and recommend that they consult with legal counsel if they have any question regarding interpretation or application of the statute.

Consideration of an Inquiry Regarding Delegation of Injections to Office Staff

Prior to today's meeting, an inquiry regarding who can administer subcutaneous injections in a health and wellness spa was made available for members to review. Mr. Spangler reported that the correspondence identifies GLP-1 and B12 as the medications to be injected. Ms. Mayfield moved that the Committee direct board staff to advise that the prescribing provider has the authority to delegate the administration of injections to staff who have the education, training and experience to safely perform such. Dr. Challa seconded the motion, and the motion carried without opposition.

Consideration of an Inquiry Regarding Universal Professional and Occupational Licensing Act of 2025 (UPOLA)

Prior to today's meeting, an inquiry regarding whether a physician licensed in Puerto Rico is eligible for licensure via the UPOLA pathway was made available for members to review. Mr. Spangler reminded members that UPOLA allows an individual to be granted a license, registration or certificate in West Virginia if they hold an equivalent credential in another state, in the same discipline and at the same practice level and meet all other requirements prescribed by law. As UPOLA does not define "state", the definition varies in other provisions of state code, and the West Virginia Medical Practice Act explicitly enumerates Puerto Rico along with the term state when provisions are applicable to both. Ms. Mayfield moved that the Committee direct Board staff to seek the opinion of the West Virginia Attorney General's Office with regard to this matter. Dr. Challa seconded the motion, and the motion carried without opposition.

Consideration of a Request for Endorsement to Sit for United States Medical Licensing Examination (USMLE)

Prior to today's meeting, correspondence that was received from Leen Kayali, MD requesting sponsorship to sit for Step II of the USMLE and supporting documents were made available for members to review. Mr. Spangler reported that based upon the results of an investigation conducted by the USMLE Program's Committee for Individualized Review, Dr. Kayali was barred from taking Step II of the USMLE for a period of three years due to irregularities after her successful Step I attempt which the USMLE considered to be the sharing of test material. The three-year bar elapsed in July 2025, and to sit for the Step II examination the USMLE requires Dr. Kayali to obtain endorsement from a medical licensing board. Based upon the information provided, Ms. Mayfield moved that the Committee recommend that the Board endorse Dr. Kayali to take the USMLE Step II examination. Dr. Challa seconded the motion, and the motion carried without opposition.

Litigation Matter

In August 2025 the Board was served a Civil Summons in the matter of *Hil Rizvi, MD, Plaintiff, v. Mark Spangler, West Virginia Board of Medicine, Defendant*, Case No. 25-MISC-00285. Mr. Spangler reported that this matter relates to Dr. Rizvi's application to reactivate a license to practice medicine and surgery in West Virginia. Anthony D. Eates, II, Esq. of the West Virginia

Attorney General's Office represented the Board in this matter, which was dismissed on jurisdictional grounds.

Licensure Compact Update

Mr. Spangler reported that the Interstate Medical Licensure Compact (IMLC) continues to expand. There are currently forty-four states participating in the compact. The IMLC Commission is scheduled to meet on November 17-18, 2025 in Denver, Colorado.

Mr. Spangler reported that the Interstate Podiatric Medical Licensure Compact (IPMLC) is starting to be introduced in legislatures throughout the country. West Virginia may seek introduction of IPMLC legislation in 2027.

Ms. Alley reported that the Physician Assistant Compact Commission is meeting monthly. The Commission hopes to move forward with a Request for Proposal for a data system soon. Work on rules is also ongoing.

Advisory Commission on Additional Licensing Models Guidance Document

Prior to today's meeting, the *Advisory Commission on Additional Licensing Models Guidance Document*, which was published in August 2025, was made available for members to review. In February 2025, the Commission release its first set of recommendations, which focused on eligibility requirements and related entry consideration for internationally trained physicians seeking medical licensure under a new additional licensure pathway. Mr. Spangler reported that the second set of recommendations relates to the assessment and supervision of internationally trained physicians during their provisional licensure period before they become eligible for a full and unrestricted license to practice medicine. Board staff will continue to explore alternate licensing models for international medical graduates and will present concepts and make recommendations to the Legislative Committee in the future.

Endorsement of Albaraa Abdullah M. Badawood, MD to sit for a Fifth Attempt at USMLE Step III

Mr. Spangler reminded members that in January 2025, the Board elected to endorse Albaraa Abdullah M. Badawood, MD to sit for Step III of the United State Medical Licensing Exam (USMLE) for a final time. In late June, the USMLE advised the Board that as a result of the Board's endorsement, Dr. Badawood would be permitted to sit for the Step III examination for a final time. Dr. Badawood has until June 27, 2026 to submit his USMLE examination application.

Update Regarding Request for an Advisory Opinion Regarding GLP-1 Medications

Prior to today's meeting, the request for an advisory opinion regarding a medical office practice involving the use of GLP-1 receptor agonists which are being split and administered in the office setting was again made available for members to review. Mr. Spangler reported that the Board

of Medicine previously referred this inquiry to the West Virginia Board of Pharmacy for review and consideration. To date, this Board is awaiting the Board of Pharmacy's opinion regarding this matter.

Update Regarding the use of Automated Medical Dispensing Devices

Prior to today's meeting, correspondence that was received which relates to the potential use of an automated medication dispensing device in an office setting was again made available for members to review. Mr. Spangler reported that the Board of Medicine previously referred this inquiry to the West Virginia Board of Pharmacy for review and consideration. To date, this Board is awaiting the Board of Pharmacy's opinion regarding this matter.

Update Regarding the Potential Unauthorized Practice of Medicine by an Individual who is not Licensed by the Board of Medicine

Prior to today's meeting, correspondence that was received which alleged that an individual may be engaging in the unauthorized practice of medicine was again made available for members to review. This matter relates to an esthetician who is allegedly performing procedures that the reporting individual is "concerned about", including "Face and Lip Fillers as well as other procedures." At the May 2025 meeting, the Committee recommended and the Board authorized staff to investigate the allegations set forth in the correspondence. Mr. Spangler reported that this matter was referred to investigative staff for evaluation. The entity closed the location referenced in the correspondence and the reporting entity was no longer in pursuing the matter. At today's meeting, the Executive / Management Committee was advised that the esthetician may be practicing at a new location. Ms. Mayfield moved that the Committee authorize staff to investigate this matter, with full investigative authority, in order to assist the Committee in determining what, if any, steps need to be taken to ensure public protection. Dr. Challa seconded the motion, and the motion carried without opposition.

Joint Advisory Opinion Regarding Retail IV Therapy

Mr. Spangler reported that the *Joint Advisory Opinion Regarding Retail IV Therapy*, which has been in development by the West Virginia Board of Osteopathic Medicine, the West Virginia Board of Pharmacy, the West Virginia Registered Nursing Board and the West Virginia Board of Medicine remains unpublished. Board staff will follow up with the collaborating boards to facilitate publication of the opinion.

Update Regarding Licensure via the Universal Professional and Occupational Licensing Act (UPOLA) of 2025

Mr. Spangler reported that in July 2025 the Board began accepting applications from applicants who are seeking licensure via the UPOLA pathway. To date, the Board has not received any applications pursuant to the UPOLA pathway which meet the eligibility criteria.

Licensure and Regulation of Radiologist Assistants

Mr. Spangler reported that W. Va. Code R. § 11-9-1 *et seq.*, *Certification, Disciplinary and Complaint Procedures, Continuing Education, Radiologist Assistants*, became effective July 1, 2008. In August, the Board received its first application from an individual seeking to obtain certification as a radiologist assistant. The certification is pending approval by the Board at its meeting tomorrow, September 8, 2025.

Consideration of Acceptable Meeting Modalities

Mr. Spangler reported that Board staff continue to research options for including virtual meeting options for Board and Committee meetings. Board staff will present virtual meeting options to the Committee for consideration at a future meeting.

Update Regarding Technology Upgrades

Mr. Spangler reported that staff are currently obtaining quotes for technology upgrades to the boardroom and the conference room. It is anticipated that a vendor will be selected in the coming weeks, and that installation will commence soon thereafter.

Update Regarding Procurement of a New Database and Website

Mr. Spangler reported that staff continue to work with the West Virginia Purchasing Division to procure a new database. The *Request for Proposal* has been published, and vendor questions have been submitted to the Board for response. The Board remains in what the Purchasing Division refers to as a “Blackout Period” which prohibits the Board from engaging in conversation with any potential database vendor.

Adjournment

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



Jonathan P. Lilly, MD
Executive / Management Committee Chair