

WEST VIRGINIA BOARD OF MEDICINE MEETING MINUTES

Meeting Information

Committee	Executive / Management
Meeting Date	January 11, 2026
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, Chair	X	
Kishore K. Challa, MD, FACC		X
Mark E. McDaniel, DO, FAAFP	X	
Victoria L. Takubo, PA-C	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

Board member, Abdul R. Zanabli, MD attended the meeting as a guest.

Call to Order

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

Approval of Minutes

Prior to today's meeting a copy of the draft November 9, 2025 meeting minutes were made available for members to review.

Ms. Takubo moved that the November 9, 2025 meeting minutes be approved as presented. Dr. McDaniel 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 October and November 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. Takubo moved that the October and November 2025 fiscal reports and purchasing card transactions be approved. Dr. McDaniel seconded the motion, and the motion carried without opposition.

Results of the 2025 Purchasing Review Conducted by the West Virginia Purchasing Division

Mr. Spangler reported that in November 2025, the Board underwent a purchasing review by the West Virginia Purchasing Division. The review identified two minor noncompliance occurrences, specifically certain reportable assets were appropriately tagged and inventoried, but the related data was not recorded in the West Virginia Oasis system. The data has since been recorded appropriately. Secondly, a cloud service license was purchased without obtaining prior approval from the West Virginia Office of Technology. No further corrective action is required. Board staff will continue to attend purchasing division trainings and stay up to date on purchasing division requirements to ensure continued compliance.

Consideration of Modification Related to the Delivery Method for Initial Licenses Issued by the Board

Mr. Spangler reported that currently wall licenses are provided to new licensees via certified mail with return receipt. As wall licenses do not contain personally identifiable information, certified mail with return receipt is not required. Dr. McDaniel moved that the Committee authorize Board staff to discontinue the use of certified mail for the purpose of mailing wall licenses to new licensees. Ms. Takubo seconded the motion, and the motion carried without opposition.

Consideration of Proposed PA Compact Rules

Prior to today's meeting the following proposed PA Compact Rules were made available for members to review: (1) *Compact Privilege*; and (2) *Compact Data System, Confidentiality, and Information Sharing*.

Mr. Spangler asked Ms. Alley to speak to the proposed rules. Ms. Alley reported that rule three, entitled *Compact Privilege*, establishes the eligibility for a compact privilege and creates the process for a PA to apply for a compact privilege in a remote state; and rule four, entitled *Compact Data System, Confidentiality, and Information Sharing* addresses the Compact Commission's responsibility to develop and implement a coordinated data and reporting system, confidentiality of certain records maintained by the Commission and/or participating states, and information sharing by participating states. The PA Compact Commission is accepting public comments with regard to the proposed rules through January 16, 2026.

Concerns Regarding Office Doors / Security

Mr. Spangler reported on potential security vulnerabilities at the office. Thereafter, Ms. Takubo moved that the Committee authorize Board staff to convey security concerns to the landlord and to move forward with obtaining quotes for security cameras throughout the interior and exterior of the building. Ms. Takubo further moved that the Committee authorize the Executive Director to move forward with security upgrades as he deems necessary. Dr. McDaniel seconded the motion, and the motion carried without opposition.

Update and/or Action Regarding Matters that were Previously Considered by the Committee

Licensure Compact Update

Mr. Spangler reported that the Interstate Medical Licensure Compact (IMLC) continues to expand, noting that North Carolina was recently integrated as a participating member.

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

Mr. Spangler asked Ms. Alley to provide an update on the PA Compact. Ms. Alley reported that the PA Compact Commission continues to meet regularly, and as mentioned earlier, the Commission has promulgated two rules for public comment. The Compact continues to work on drafting additional rules. A Request for Proposal for a data system was published and responses have been submitted. The compact continues to receive generous support from the American Academy of Physician Associates and the National Commission on Certification of Physician Assistants. The current target date for issuance of practice privileges is 2027.

Update on Correspondence Previously Reviewed: Request for an Advisory Opinion Regarding GLP-1 Medications; Automated Medical Dispensing Devices; and Joint Advisory Opinion Regarding Retail IV Therapy

Mr. Spangler reported that Board staff continue to engage in conversations with the West Virginia Board of Pharmacy and the West Virginia RN Board with regard to: (1) 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; (2) the potential use of an

automated medication dispensing device in an office setting; and (3) the Joint Advisory Opinion Regarding Retail IV Therapy.

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

Mr. Spangler reminded members that the Board previously received correspondence which alleged that an esthetician may be engaging in the unauthorized practice of medicine. The Committee previously recommended and the Board approved authorizing staff to investigate the allegations set forth in the correspondence. This matter was referred to investigative staff for evaluation. The entity closed the location referenced in the correspondence and the reporting individual was no longer interested in pursuing the matter. It was later discovered that the esthetician may be practicing at a new location in Kanawha County. Dr. McDaniel moved that the Committee directed Board staff to engage in the investigation of whether the unauthorized practice of medicine is occurring and to obtain additional information regarding the procedures being performed and whether there is a medical director associated with the business. Ms. Takubo seconded the motion, and the motion carried without opposition.

Consideration of a Proposed Business Entity Name Which Contains Medical Terminology but does not Meet the Requirements for Authorization by the Board

Prior to today's meeting correspondence related to the proposed name of a business was made available for members to review.

Mr. Spangler reminded members that at the November 9, 2025 meeting, the Committee reviewed and discussed correspondence concerning Unfiltered Medical Spa, LLC, which is a proposed business owned by a master clinical aesthetician and a licensed practice nurse. At the November meeting, the Committee directed Board staff to obtain additional information / clarification, including the proposed business plan with respect to the provision of medical services, who will be writing the order for vitamin injections and IV therapy, who will be ordering the components of, and compounding of, the IVB medications, what medication will be offered via IV therapy and what, if any, medical staff will be physically present at the practice location. Following the November meeting, Board staff sought and received clarification from the owners. However, to resolve the naming issue with the West Virginia Secretary of State's Office, the business elected to use a new business name, Unfiltered Wellness Studio, LLC. As the new name does not include the word "Medical" the Secretary of State's Office approved the formation of Unfiltered Wellness Studio, LLC. However, having unresolved questions, Ms. Takubo moved that the Committee authorize staff to refer this matter to the Complaint Committee for evaluation of whether or not a complaint and investigation process is warranted regarding the involved licensee. Dr. McDaniel seconded the motion, and the motion carried without opposition.

Update in the Matter of Hil Rizvi v. Mark Spangler, Director – West Virginia Board of Medicine, CC-14-2025-C-AP-1

Mr. Spangler reminded members that the matter of *Hil Rizvi v. Mark Spangler, Director – West Virginia Board of Medicine, CC-14-2025-C-AP-1* relates to an application for relicensure. Mr. Anthony Eates of the West Virginia Attorney General's Office represented the Board in this matter, which was dismissed on jurisdictional grounds. Following dismissal, the plaintiff appealed the decision to the Circuit Court of Hampshire County, West Virginia. The Circuit Court dismissed the matter. Dr. Rizvi has appealed the matter to the West Virginia Intermediate Court of Appeals. The deadline to appeal to be perfected was January 6, 2026.

Update Regarding Technology Upgrades

Mr. Spangler reported that the technology upgrades to the boardroom and the small conference room have been completed. Board staff look forward to utilizing the new technology.

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* period closed on December 17, 2025. Board staff anticipate that the proposal will be evaluated in the coming weeks.

Adjournment

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



Jonathan P. Lilly, MD
Executive / Management Committee Chair