

# Business Meeting Minutes

## November 13, 2020



WASHINGTON  
**Medical  
Commission**  
Licensing. Accountability. Leadership.

### Virtual Meeting via GoToWebinar

#### Commission Members

James E. Anderson, PA-C

Toni Borlas, Public Member

Charlie Browne, MD

Jimmy Chung, MD, 2<sup>nd</sup> Vice Chair

Diana Currie, MD

Karen Domino, MD

Christine Blake, Public Member

April Jaeger, MD

Charlotte Lewis, MD

John Maldon, Public Member, Chair

Terry Murphy, MD

Alden Roberts, MD

Scott Rodgers, JD, Public Member

Theresa Schimmels, PA-C

Robert Small, MD

Claire Trescott, MD, 1<sup>st</sup> Vice Chair - Absent

Richard Wohns, MD

Yanling Yu, PhD, Public Member

#### Commission Staff

Jennifer Batey, Legal Support Staff Manager

Amelia Boyd, Program Manager

Kayla Bryson, Executive Assistant

Jimi Bush, Director of Quality & Engagement

Sarah Chenvert, Performance Manager

Melanie de Leon, Executive Director

Mike Farrell, Policy Development Manager

Ryan Furbush, Paralegal

Rick Glein, Director of Legal Services

George Heye, MD, Medical Consultant

Mike Hively, Information Liaison

Jenelle Houser, Legal Assistant

Kyle Karinen, Staff Attorney

Shelley Kilmer-Ready, Legal Assistant

Becca King, Administrative Assistant

Richelle Little, Staff Attorney

Stephanie Mason, Public Relations & Legislative  
Liaison

Micah Matthews, Deputy Executive Director

Melissa McEachron, Director of Operations  
& Informatics

Joe Mihelich, Health Services Consultant

Nicholas Morris, Health Services Consultant

Marne Nelson, RN, Investigator

Freda Pace, Director of Investigations

Ariele Page Landstrom, Staff Attorney

Trisha Wolf, Staff Attorney

Gordon Wright, Staff Attorney

#### Others in Attendance

Alan Brown, MD, Pro Tem Commissioner

Chris Bundy, MD, Executive Medical Director,  
Washington Physicians Health Program

Heather Carter, Assistant Attorney General

Cori Tarzwell, DOH Policy Analyst

#### 1.0 Call to Order

John Maldon, Public Member, Chair, called the meeting of the Washington Medical Commission (Commission) to order at 8:00 a.m. on November 13, 2020.

#### 2.0 Housekeeping

Amelia Boyd, Program Manager, gave an overview of how the meeting would proceed.

### 3.0 Chair Report

Mr. Maldon welcomed everyone to the meeting.

Mr. Maldon stated that the Executive Committee decided that Commission meetings will continue to be virtual through the first quarter of 2021 and likely the second quarter as well.

Mr. Maldon reported he recently attended meetings with the Health Care Authority to discuss telemedicine, as well as visions and goals for our respective organizations.

Mr. Maldon spoke about the importance of the Commissioners completing their case assessments form. He called attention to new language on the form that suggests not mentioning a Respondent's gender, location of practice, or where they were trained. He then opened the floor for a discussion of this addition to the form.

### 4.0 Consent Agenda

The Consent Agenda contained the following items for approval:

4.1 Minutes from the August 21, 2020 Business Meeting.

4.2 Agenda for November 13, 2020. The agenda was amended to add an item to the Policy Committee Report: Transmission of Time Critical Medical Information.

**Motion:** The Chair entertained a motion to approve the Consent Agenda as amended. The motion was seconded and approved unanimously.

### 5.0 New Business

#### 5.1 Open Public Meeting Act Presentation

Heather Carter, Assistant Attorney General, presented information on the Open Public Meetings Act.

#### 5.2 Meeting Dates for 2023

Ms. Boyd presented the proposed meeting dates for 2023.

**Motion:** The Chair entertained a motion to approve the proposed meeting dates for 2023. The motion was seconded and approved unanimously.

### 6.0 Old Business

#### 6.1 Committee/Workgroup Reports

These reports were provided in writing and included in the meeting packet. The below is in addition to the written reports.

Micah Matthews, Deputy Executive Director, reported that the Commission held an educational webinar on telemedicine on October 30, 2020 and encouraged everyone to watch the recording available on the Commission's website.

#### 6.2 Rulemaking Activities

The rulemaking progress report was provided in the meeting packet. There was nothing further to report.

### 6.3 Lists & Labels Request

The following lists and labels requests were discussed for possible approval or denial. Approval or denial of these requests is based on whether the entity meets the requirements of a “professional association” or an “educational organization” as noted on the application ([RCW 42.56.070\(9\)](#)).

- Optometric Physicians of Washington

**Motion:** The Chair entertained a motion to approve the request. The motion was seconded and approved unanimously.

### 7.0 Public Comment

There were no public comments.

### 7.0 Policy Committee Report

Dr. Karen Domino, Policy Committee Chair, reported on the items discussed at the Policy Committee meeting held on November 12, 2020:

#### **Guideline – Communicating Test Results to Patients**

Dr. Domino explained that this document is similar to the below TCMI guideline and that a Commissioner had asked if these two documents could be combined. Dr. Domino went on to say that Mike Farrell, Policy Development Manager, attempted to combine the two and the combined document was available for review in the meeting packet. She explained that there are essential differences between the documents, so the Committee recommended keeping them separate. She explained the amendments that were made by the Committee for this guideline.

#### **Addition: Guideline – Transmission of Time Critical Medical Information (TCMI)—“Passing the Baton”**

Dr. Domino noted the suggested changes to the document made by the Committee that were different from the proposed document provided in the packet. She reported that the Committee recommended approval with the suggested changes.

Both of the above guidelines will be reviewed at a future meeting.

#### **[Senate Bill 6551](#) – International Medical Graduates License**

Dr. Domino explained that this item was informational and related to rulemaking the Commission is completing on Senate Bill 6551. She explained that comments on this rulemaking can be submitted to [medical.rules@wmc.wa.gov](mailto:medical.rules@wmc.wa.gov). She went on to say that the committee for this rulemaking needs members.

### 8.0 Member Reports

Theresa Schimmels, PA-C, asked for input on the benefits, risks, side effects, and alternatives regarding teaching residents, physician assistant, and medical students during COVID-19 for a newsletter article she is working on.

### 9.0 Staff Reports

The reports below are in addition to those available in the packet.

**Melanie de Leon, Executive Director** thanked the Commissioners and staff for their patience while we have changed all our meetings to the virtual environment. She reported that the Licensing Unit has gone completely paperless during the pandemic.

**Micah Matthews, Deputy Executive Director** reported that he will be out on extended leave and directed the Commissioners to the list of contacts in his written report.

Mr. Matthews thanked Dr. John Scott and g8point6 for presenting at our educational webinar on Telemedicine in October.

He directed the Commissioners to the Demographic Census report in the packet. He asked that they read the Executive Summary. He highlighted that Nick Morris, Health Services Consultant, was the staff who completed the report.

**10.0 AAG Report**

Heather Carter, AAG, had nothing to report.

**11.0 ADJOURNMENT**

The Chair called the meeting adjourned at 9:20 am.

Submitted by

(signature on file)

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Amelia Boyd, Program Manager

(signature on file)

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John Maldon, Public Member, Chair  
Washington Medical Commission

Approved January 15, 2021

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