

Business Meeting Minutes

March 8, 2019



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

Capital Event Center: 6005 Tye Drive SW, Tumwater, WA 98512, (360) 464-6700

Commission Members

James E. Anderson, PA-C
Toni Borlas, Public Member
Charlie Browne, MD – Absent
Jason Cheung, MD – Absent
Jimmy Chung, MD
Karen Domino, MD
Patrick España, JD, Public Member
Harry Harrison, Jr., MD
Warren Howe, MD
April Jaeger, MD
Charlotte Lewis, MD, 2nd Vice Chair – Absent

John Maldon, Public Member, 1st Vice Chair
Peter Marsh, MD
Terry Murphy, MD
Kathleen O'Connor, Public Member
Alden Roberts, MD, Chair
Theresa Schimmels, PA-C – Absent
Robert Small, MD
Claire Trescott, MD
Mimi Winslow, JD, Public Member
Yanling Yu, PhD, Public Member

Commission Staff

Christine Babb, Investigator
Colleen Balatbat, Staff Attorney
Morgan Barrett, Director of Compliance
Jennifer Batey, Paralegal Supervisor
Larry Berg, Staff Attorney
Amelia Boyd, Program Manager
Carolynn Bradley, Contracts & Reconsiderations
Jim Burkholder, Investigator Supervisor
Jimi Bush, Director of Quality & Engagement
Sarah Chenvert, Performance Manager
Anna Clavel, Staff Attorney
Marisa Courtney, Licensing Lead
Melanie de Leon, Executive Director
Mike Farrell, Policy Development Manager
Gina Fino, MD, Investigator
Kathy Franks, Forms & Records Analyst
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
Mike Kramer, Compliance Officer

Kayla LaRue, Executive Assistant
Stephanie MacManus, Public Relations & Legislative Liaison
Emma Marienthal, Licensing Representative
Sherrise Martin, Health Services Consultant
Micah Matthews, Deputy Executive Director
Melissa McEachron, Director of Operations & Informatics
Michelle Moore, Health Services Consultant
Nicholas Morris, Health Services Consultant
Marne Nelson, Investigator
Jim Noss, Investigator
Ariele Page Landstrom, Staff Attorney
Freda Pace, Director of Investigations
Mike Piechota, Investigator
Marquita Price, Licensing Specialist
Kimberly Romero, Licensing Manager
Becca Sasso, Administrative Assistant
Dawn Thompson, Informatics Technical Specialist
Chris Waterman, Health Services Consultant
Amanda Weyrauch, Compliance Officer
Diana Whitaker, Paralegal
Trisha Wolf, Staff Attorney
Gordon Wright, Staff Attorney

Others in Attendance

Keith Anderson, MD, Pro Tem Commissioner
Heather Carter, Assistant Attorney General (AAG)
Pamela Hanson

Jim Rooks, MD, Pro Tem Commissioner
Gregory Terman, MD, Pro Tem Commissioner

Call to Order

Alden Roberts, MD, Chair, called the meeting of the Washington Medical Commission (Commission) to order at 8:00 a.m. on March 8, 2019, at the Capital Event Center, 6005 Tye Drive SW, Tumwater, WA 98512.

1.0 Chair Report

Dr. Roberts welcomed everyone to the meeting. He asked that members please sign up for hearings.

He reported that the Executive Committee has met twice since the January meeting. He reported on the items discussed at those meetings.

Proposed that new Pro Tem Commissioners attend at least one meeting in person and be reimbursed for doing so.

Federation of State Medical Boards award recipients:

- Warren Howe, MD – John H. Clark Leadership Award
- Michael Farrell, JD – Award of Merit
- Amelia Boyd – Award of Merit

Dr. Roberts asked Commissioner Karen Domino, MD to speak about a Continuing Medical Education (CME) program. Dr. Domino reported on a program that retains CME information.

Dr. Roberts noted the importance of members attending Commission meetings. He asked that if a member is unable to attend a meeting to let staff know at least 24 hours in advance.

Dr. Roberts announced the Dr. Domino will be the next Chair of the Policy Committee.

Dr. Roberts reminded everyone that the CMT sign up is now electronic and available on the SharePoint site. He stated if you have questions, contact Mike Hively and to notify Chris Waterman when you sign up.

2.0 Consent Agenda

The Consent Agenda contained the following items for approval:

- 2.1** Minutes from the January 18, 2019 Business Meeting.
- 2.2** Amended agenda for March 8, 2019. The Chapter 246-919 WAC item was removed from the Policy Committee agenda.
- 2.3** Ratification of the licenses issued to Physicians, Limited Physicians and Physician Assistants from January 18, 2019 through March 7, 2019.

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

3.0 Old Business

3.1 Telemedicine Workgroup

There was nothing to report.

3.2 2018 Educational Conference Planning Committee

There was nothing to report.

3.3 Rulemaking Activities

There was nothing to report.

3.4 Health Equity Workgroup

There was nothing to report.

3.5 Citizen Engagement Workgroup

There was nothing to report.

3.6 Reduction of Medical Errors Subcommittee

Dr. Roberts asked Mike Farrell, Policy Development Manager, to report on this item. Mr. Farrell reported the subcommittee met recently to discuss developments in in the Communication Resolution Program (CRP). He also stated the subcommittee has been invited to make a presentation at an upcoming CRP stakeholder meeting.

3.7 Practitioner Competence Workgroup

There was nothing to report.

3.8 August 24, 2018 Business Meeting Minutes Revisions

Dr. Roberts explained that the August 24, 2018 business meeting minutes had the following errors:

Dates throughout the minutes were incorrect

The list of Commissioners in attendance was incorrect

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

3.9 November 16, 2018 Business Meeting Minutes Revisions

Dr. Roberts explained that the list of Commissioners in attendance was incorrect on the November 16, 2018 business meeting minutes.

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

3.10 Lists & Labels Request

The following lists and labels request was discussed for possible approval or denial. Approval or denial of this request 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\(9\)](#)).

American Lung Association

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

3.11 (Add-on) Collaborative Drug Treatment Agreements (CDTA) Workgroup

Micah Matthews, Deputy Executive Director, reported that he and Jimmy Chung, MD recently attended a meeting at the University of Washington who presented on how they use CDAs in a large institution.

4.0 New Business

4.1 Commissioner Retreat Committee

Dr. Roberts reported this new committee will meet to discuss topics and locations for future Commissioner retreats. He asked that members who would like to be a part of this committee to contact him.

4.2 Commissioner Education & Training Committee

Dr. Roberts reported this new committee will meet to discuss what education or training the Commissioners need. He asked that members who would like to be a part of this committee to contact him.

4.3 Outstanding Performance Awards

Melanie de Leon, Executive Director, explained that Richard Brantner, MD, former Chair, designed awards for Commission staff. The awards include three categories: Legal Unit Staff, Investigative Staff, and General Commission Staff and are awarded for the previous calendar year. This is the fourth year for these awards.

For 2018 the winners are:

Investigations – Gina Fino, MD, Investigator

Legal Unit Staff – Shelley Kilmer-Ready, Legal Assistant

General Commission Staff – Amelia Boyd, Program Manager

5.0 Public Comment

Pamela Hanson provided comments about her patient experience.

6.0 Policy Committee Report

Mimi Winslow, JD, Public Member, Policy Committee Chair reported on the items discussed at the Policy Committee meeting held on March 7, 2019:

2019-2021 Strategic Plan

Ms. Winslow asked Melanie de Leon, Executive Director, to report on this item. Ms. de Leon reported on the process for the 2019-2021 strategic plan. She presented the suggested changes from the documents in the meeting packet. Ms. Winslow stated the committee recommended endorsement of the 2019-2021 Strategic Plan as amended.

Motion: The Chair entertained a motion to adopt this strategic plan with the noted amendments. The motion was approved unanimously.

Nursing Care Quality Assurance Commission (NCQAC) Opioid Prescribing Interpretive Statement

Ms. Winslow asked Mr. Matthews to present this item. Mr. Matthews presented NCQAC's interpretive statement. He noted suggested amendments to align the interpretive statement to the Commission's opioid prescribing rules. Ms. Winslow stated that the committee recommends sending the amended interpretive statement for Secretary review.

Motion: The Chair entertained a motion to send this interpretive statement with the noted amendments for Secretary review. The motion was approved unanimously.

Compliance Procedure Update

Ms. Winslow stated that there was no action for this item and she asked Mr. Matthews to present on this topic. Mr. Matthews presented the administrative changes to the compliance procedure.

Medical Marijuana Guidelines

Ms. Winslow asked Mr. Farrell to report on this item. Mr. Farrell explained the process of these Department of Health Medical Marijuana Guidelines. He stated that Commissioner Harry Harrison, Jr., MD was involved in the process and asked Dr. Harrison to share his experience with the process. Dr. Harrison spoke about his experience and expressed his concerns with the current draft language. Ms. Winslow reported that the Committee recommended that the Commission defer their participation and endorsement of the guidelines until more work has been completed.

Motion: The Chair entertained a motion to defer endorsing the guideline. The motion was approved unanimously.

Proposed Clinical Support Program (MDs and PAs) Rulemaking

Ms. Winslow asked Mrs. Boyd to report on this item. Mrs. Boyd reported that the draft rule language for the Proposed Clinical Support Program has been completed. As such, she had asked the Committee to approve initiating the CR-102 rulemaking process. Ms. Winslow reported that the Committee recommended approval to initiate the CR-102 rulemaking process.

Motion: The Chair entertained a motion initiate the CR-102 rulemaking process. The motion was approved unanimously.

7.0 MEMBER REPORTS

There were no member reports.

8.0 STAFF MEMBER REPORTS

Staff member reports are provided in writing prior to the meeting. The information below is in addition to the written report.

8.1 Executive Director

Ms. de Leon reported she is managing a workgroup to create a “boot camp” for prospective commission/board members for the Council on Licensure, Enforcement, and Regulation (CLEAR). She asked that the Commissioners provide her with what they would like to have known prior to applying to be a Commissioner or something they would like to have known in the first few weeks after their appointment as a Commissioner.

Ms. de Leon introduced Becca Sasso as the new Administrative Assistant who will be assisting with Commission payroll and travel.

8.2 Assistant Attorney General

Heather Carter, AAG, had nothing to report.

8.3 Deputy Executive Director

Mr. Matthews provided an update on his written legislative report.

He also asked if the Commission would like to resubmit their resolution on Telemedicine and Continuity of Care, as written, to FSMB as their annual meeting in April.

Motion: The Chair entertained a motion to resubmit the resolution on Telemedicine and Continuity of Care to FSMB. The motion was approved unanimously.

Kimberly Romero, Licensing Manager, introduced a new Health Services Consultant, Michelle Moore.

8.4 Program Manager

Mrs. Boyd had nothing further to report.

8.5 Director of Operations & Informatics

Melissa McEachron, Director of Operations and Informatics, had nothing further to report.

8.6 Medical Consultant, Dr. Heye

George Heye, MD, Medical Consultant, had nothing further to report.

8.7 Director of Compliance & Medical Consultant, Dr. Barrett

Morgan Barrett, MD, Medical Consultant, had nothing further to report.

8.8 Director of Legal Services

Rick Glein, Director of Legal Services, had nothing further to report.

8.9 Director of Investigations

Freda Pace, Director of Investigations, had nothing further to report.

8.10 Policy Development Manager

Mike Farrell, Policy Development Manager, had nothing further to report.

8.11 Director of Quality & Engagement

Jimi Bush, Director of Quality & Engagement, had nothing further to report.

9.0 ADJOURNMENT

The Chair called the meeting adjourned at 9:33 am.

Submitted by

(signature on file)

Amelia Boyd, Program Manager

(signature on file)

Alden Roberts, MD, Chair
Washington Medical Commission

Approved April 12, 2019