

# Business Meeting Minutes

## July 14, 2023



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

Link to recording: <https://youtu.be/C1uKU5NsofQ>

### Commission Members

Michael Bailey, Public Member  
Christine Blake, Public Member  
Toni Borlas, Public Member – Absent  
Po-Shen Chang, MD – Absent  
Jimmy Chung, MD  
Diana Currie, MD – Absent  
Karen Domino, MD, Chair  
Arlene Dorrough, PA-C  
Anjali D’Souza, MD  
Harlan Gallinger, MD

April Jaeger, MD – Absent  
Ed Lopez, PA-C, Officer-at-Large  
Sarah Lyle, MD – Absent  
Terry Murphy, MD, Chair Elect  
Elisha Mvundura, MD – Absent  
Robert Pullen, Public Member  
Scott Rodgers, JD, Public Member  
Claire Trescott, MD – Absent  
Richard Wohns, MD – Absent  
Yanling Yu, PhD, Public Member

### WMC Staff in Attendance

Christine Babb, Investigator  
Taylor Bacharach-Nixon, Admin. Assistant  
Colleen Balatbat, Staff Attorney  
Jennifer Batey, Legal Support Staff Manager  
Alex Bielaski, Case Manager  
Amelia Boyd, Program Manager  
Carolynn Bradley, Management Analyst  
Kayla Bryson, Executive Assistant  
Jimi Bush, Director of Quality & Engagement  
Marisa Courtney, Licensing Manager  
Melanie de Leon, Executive Director  
Joel DeFazio, Staff Attorney  
Tanya Eberly, Health Services Coordinator  
Kelly Elder, Staff Attorney  
Anthony Elders, Compliance Officer  
Mike Farrell, Policy Development Manager  
Gina Fino, MD, Investigator  
Ryan Furbush, Paralegal  
Rick Glein, Director of Legal Services

Mike Hively, Director of Operations & Informatics  
Jenelle Houser, Investigator  
Ken Imes, Information Liaison  
Kyle Karinen, Staff Attorney  
Shelley Kilmer-Ready, Legal Assistant  
Jeff Kinstler, Investigator  
Pam Kohlmeier, MD, JD, Attorney  
Emma Marienthal, Licensing Lead  
Stephanie Mason, PR & Legislative Liaison  
Sherrise Martin, Health Services Coordinator  
Micah Matthews, Deputy Executive Director  
Joe Mihelich, Health Services Coordinator  
Lynne Miller, Paralegal  
Fatima Mirza, Program Case Manager  
Nick Morris, Demographics & Informatics Specialist  
Freda Pace, Director of Investigations  
Stormie Redden, Legal Assistant  
Chris Waterman, Complaint Intake Manager  
Mahi Zeru, Equity & Social Justice Manager

### Others in Attendance

Tracy Bahm, Assistant Attorney General  
Chris Bandoli  
Marlon Basco-Rodillas, Depart.of Health (DOH)  
Chris Bundy, MD, Executive Medical Director,  
Washington Physicians Health Program  
Heather Cantrell, Policy Analyst, DOH  
Heather Carter, Assistant Attorney General

Srini Chandra  
Billie Dickinson, Washington State Medical  
Association (WSMA)  
Rose Edwards  
Hillary Norris, Policy Analyst, WSMA  
Lindsay Trant-Sinclair, DOH

## 1.0 Call to Order

Karen Domino, MD, Chair, called the meeting of the Washington Medical Commission (WMC) to order at 8:00 a.m. on July 14, 2023.

## 2.0 Public Comment

There were no public comments.

## 3.0 Chair Report

Dr. Domino spoke about the Executive Director, Melanie de Leon's accomplishments such as:

- Reducing timeframes for licensing
- Sexual Misconduct Analysis Review Team (SMART) training
- New additions to the Case Management Team (CMT) meetings
  - Off-Ramp Process
  - Practitioner Support

Dr. Domino congratulated Ms. de Leon on her upcoming, and well-deserved, retirement.

## 4.0 Consent Agenda

The Consent Agenda contained the following items for approval:

- 4.1 Minutes from the May 26, 2023, Business Meeting
- 4.2 Agenda for July 14, 2023.

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

## 5.0 Old Business

### 5.1 Committee/Workgroup Reports

These reports were provided in writing and included in the meeting packet. There were no additional reports.

### 5.2 Rulemaking Activities

The rulemaking progress report was provided in the meeting packet. In addition to the written report the following request was made:

Amelia Boyd, Program Manager, requested the WMC initiate rulemaking on [WAC 246-918-076](#) and [WAC 246-919-397](#) in response to [HB 1009](#) Concerning military spouse employment.

## 6.0 Policy Committee Report

Christine Blake, Public Member, Policy Committee Chair, reported on the items discussed at the Policy Committee meeting held on July 5, 2023. The agenda was as follows:

### Guidance Document: Social Media and Electronic Communications

Ms. Blake stated the committee discussed the document at length. Ms. Blake asked Mike Farrell, Policy Development Manager, to provide more information on this item. Mr. Farrell presented the revisions from the previous document as well as one additional revision. Ms. Blake stated the committee recommended approving the document as revised.

**Motion:** The Chair entertained a motion to approve the document as revised. The motion

was approved unanimously.

**Procedure: Panel Consent Agenda**

Mr. Farrell stated this document was reviewed as part of the WMC’s four-year review process. He also presented a change to the document.

**Motion:** The Chair entertained a motion to approve the document as revised. The motion was approved unanimously.

**Procedure: Approving Entities to Credential Pain Management Specialists**

Mr. Farrell stated this document was reviewed as part of the WMC’s four-year review process. He also presented a change to the document.

**Motion:** The Chair entertained a motion to approve the document as revised. The motion was approved unanimously.

**7.0 Member Reports**

Ms. Blake asked Micah Matthews, Deputy Executive Director, to give an update on the HELMS project. Mr. Matthews stated there is progress on the project and that the licensing piece appears to be ready to go.

**8.0 Staff Reports**

The reports below are in addition to the written reports that were included in the meeting packet.

Dr. Domino asked Mr. Matthews to provide more information about Commissioners returning travel reimbursement requests. Mr. Matthews clarified that these requests should be submitted, ideally, within 30 days after travel. He went on to say that these requests can be submitted within 90 days after travel.

Ms. de Leon spoke about the successes of both the Commissioners and staff over the last 9 years while she’s been the Executive Director.

**9.0 AAG Report**

Heather Carter, AAG, had nothing to report.

**10.0 Adjournment**

The Chair called the meeting adjourned at 8:31 am.

Submitted by  
(signature on file)

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Amelia Boyd, Program Manager

(signature on file)

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Karen Domino, MD, Chair  
Washington Medical Commission

Approved October 20, 2023

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