

Business Meeting Minutes

August 22, 2025



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

Link to recording: https://youtu.be/evRkLn5rBXU?si=fWRJejcvZrHF_RLT

Commission Members

Michael Bailey, Public Member
Christine Blake, Public Member
Toni Borlas, Public Member – Absent
Daniel Cabrera, MD (V) - Absent
Po-Shen Chang, MD
Jimmy Chung, MD
Diana Currie, MD
Karen Domino, MD, Chair
Arlene Dorrrough, PA-C
Anjali D'Souza, MD (V)
Harlan Gallinger, MD – Absent
April Jaeger, MD (V)
Jamie Koop, Public Member – Absent
Ed Lopez, PA-C, Officer-at-Large
Sarah Lyle, MD – Absent
Terry Murphy, MD, Vice Chair
Elisha Mvundura, MD
Robert Pullen, Public Member (V)
Scott Rodgers, JD, Public Member
Claire Trescott, MD (V)
Richard Wohns, MD (V)

WMC Staff in Attendance

Colleen Balatbat, Staff Attorney (V)
Jennifer Batey, Legal Support Staff Manager
Anjali Bhatt, Business Practices & Prod. Manager
Amelia Boyd, Program Manager
Kayla Bryson, Executive Assistant
Jimi Bush, Director of Quality & Engagement
Adam Calica, Chief Investigator
Carmen Challender, Health Services Consultant
Marisa Courtney, Licensing Manager
Joel DeFazio, Staff Attorney
Kelly Elder, Staff Attorney
Gina Fino, Director of Compliance
Michael Farrell, Supervising Staff Attorney
Rick Glein, Director of Legal Services (V)
Jenelle Houser, Investigator
Ken Imes, Information Liaison
Kyle Karinen, Executive Director
Kaddijatou Keita, Policy Manager
Shelley Kilmer-Ready, Legal Assistant
Sara Kirschenman, Staff Attorney (V)
Mike Kramer, Compliance Officer (V)
Lisa Krynicki, Staff Attorney (V)
Stephanie Mason, Public Information Officer
& Legislative Liaison
Micah Matthews, Deputy Executive Director
Joe Mihelich, Health Services Consultant
Lynne Miller, Paralegal (V)
Freda Pace, Director of Investigations (V)
Trisha Wolf, Staff Attorney (V)
Mahi Zeru, Equity & Social Justice Manager
Mike Hively, Director of Operations & Informatics

Others in Attendance

Marlon Basco-Rodillas, Dept. of Health (DOH) (V)
Charlie Browne, MD, Pro Tem Commissioner
Chris Bundy, MD, WA Physicians Health Program
Heather Carter, Assistant Attorney General (AAG)
Billie Dickinson, Washington State Medical
Association (WSMA) (V)
Leslie Emerick (V)
Jessica Guh, MD (V)
Dina Levin (V)
Gail McGaffick (V)
Tracy Mikesell, DOH (V)
Nancy (PPAA) (V)
Courtney Normand (V)
Hillary Norris, WSMA (V)
Deborah Nucatola (V)
Nancy Sapiro (V)

(V) indicates the participant attended virtually

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1.0 Call to Order

Terry Murphy, MD, Chair, called the meeting of the Washington Medical Commission (WMC) to order at 10:31 a.m. on August 22, 2025.

2.0 Public Comment

No members of the public provided comments.

3.0 Chair Report

Dr. Murphy reported that she was officially chairing her first meeting as Chair. She noted that she had served on the WMC for about six and a half years, representing District 4. She explained that her background was in emergency medicine and that she had worked in healthcare for 46 years, first as a nurse and clinical nurse specialist for 20 years, and later as a board-certified emergency medicine physician. She emphasized that she had no agenda as chair other than to serve the state of Washington and give back to its people and providers. She concluded by expressing gratitude to the executive committee, particularly thanking Dr. Karen Domino for her two years of leadership.

4.0 Consent Agenda

The Consent Agenda contained the following items for approval:

4.1 Agenda for August 22, 2025

4.2 Minutes from May 9, 2025, Business Meeting

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

5.0 New Business

5.1 DOH letter regarding the 2025 FIFA World Cup events in Seattle

Kyle Karinen, Executive Director, presented this letter as informational. He reported on the recent Club World Cup held in Seattle, which brought international teams and their physicians to the state. He explained that while the inquiry initially came to the Commission, enforcement of unlicensed practice of medicine is the responsibility of the Secretary of Health. The Secretary chose to exercise discretion and not enforce licensing requirements for international physicians traveling with the teams. He noted this may serve as a model for handling medical support during next year's World Cup.

5.2 Commissioner Retreat 2026

Amelia Boyd, Program Manager, presented a list of potential dates for next year's Commissioner Retreat. The Commissioners requested that a poll be sent after the meeting so they could review their calendars and indicate their preferred dates. Ms. Boyd will present the poll results at the November 21, 2025, Business Meeting for a vote by the Commissioners.

5.3 2026 Request Legislation

Micah Matthews, Deputy Executive Director, presented information on the following items of request legislation for 2026:

- Open Public Meetings Act Revision

Motion: The Chair called for a motion to approve this request legislation. The motion was seconded and passed unanimously.

- Relinquishing a License

Motion: The Chair called for a motion to approve this request legislation. The motion was seconded and passed unanimously.

- Certified Anesthesiologist Assistants Surcharges

Motion: The Chair called for a motion to approve this request legislation. The motion was seconded and passed unanimously.

Request to Develop Decision Package

Mr. Matthews requested authorization to develop a decision package to add a clinical healthcare investigator FTE. He explained that while the Commission has sufficient reserves, the increase in complaints and investigations has created a workload that cannot be managed without additional staff. He noted that if approved, the position would likely not be filled for about 18 months, and emphasized that this request is for budgetary and FTE approval, not new legislation.

Motion: The Chair called for a motion to approve this request. The motion was seconded and passed unanimously.

5.4 Delegation of Decision Making to Health Law Judges

Mike Farrell, Supervising Staff Attorney, explained that the document is an existing framework, passed by previous Commissioners, that allows Health Law Judges to handle routine, ministerial decisions in the disciplinary process, such as automatic suspensions for abuse of a vulnerable adult or out-of-state practice restrictions, so that cases only return to the Commissioners for substantive decisions. He proposed adding a new delegation for suspensions when a practitioner is out of compliance with an order, allowing the Health Law Judge to hold the hearing and sign the suspension order. This addition is intended to streamline processes and improve efficiency without removing Commissioners' ultimate decision-making authority.

Motion: The Chair called for a motion to approve this revision to the document. The motion was seconded and passed unanimously.

6.0 Old Business

6.1 Committee/Workgroup Reports

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

6.1.1 Psychedelic Medications in Behavioral Health Treatment Workgroup Report

Dr. Gina Fino, Medical Consultant, provided an update on her work with the Psychedelic Medications and Behavioral Health Treatment Workgroup. She noted that while states like Colorado and Oregon have licensure pathways for psilocybin, these programs operate through public health and licensing departments rather than medical boards, and only Pennsylvania and New Mexico have best practice statements, which is limited to ketamine. She highlighted challenges in developing best practices due to limited research and variable study quality, emphasizing patient safety concerns and the need for careful guidance. Dr. Fino asked whether the Commissioners considered this work worth pursuing, or if she should gather more information to refine

recommendations, noting that any program would likely be among the first of its kind in the U.S. The Commissioners offered recommendations and asked that Dr. Fino continue her research.

- Dr. Domino suggested looking into Canadian models and research on psychedelics, particularly work being done in Toronto/Ontario, and offered to help connect with researchers if the Commission wanted to pursue that information.
- Dr. Currie recommended separating ketamine from other psychedelics in developing best practices or guidelines, since ketamine research is further along. She also raised concerns about compounding, misuse, and emphasized ketamine's role as an anesthetic, highlighting safety considerations.
- Mr. Lopez encouraged continuing the work as quickly as possible to ensure patient and provider safety, given the rising popularity of psychedelics. He offered his support and expertise from his psychiatric practice and emphasized balancing effectiveness with safety, particularly noting ketamine's addictive potential.

6.2 Rulemaking Activities

The rulemaking progress report was provided in the meeting packet. In addition to the written report, Amelia Boyd, Program Manager, made the following requests:

6.2.1 Volunteers for Rulemaking Committee

Ms. Boyd stated the Preproposal Statement of Inquiry, or CR-101, for chapter 246-919 WAC, MD Physicians, was filed on April 30, 2025. Ms. Boyd requested volunteers to participate in upcoming rulemaking workshops. She explained that a small committee is typically formed for each rule to help coordinate scheduling by having a core group of three or four Commissioners. This makes it easier to align schedules and set up the workshops. She asked that anyone interested in being part of the rulemaking effort email her to express their interest.

6.2.2 Rescind Rulemaking Approval

Ms. Boyd reported that on October 20, 2023, the Commissioners approved initiating rulemaking to add a definition of "qualified physician" to the physician chapter 246-919 WAC. This action was related to the expansion of the optometrist scope of practice. Since then, the Commissioners adopted an Interpretive Statement titled "*Qualified Physician Under Optometry Law (INS2025-01)*". Since the WMC strives to incorporate existing interpretive statements into our rules whenever possible, and many sections of the physician chapter are currently open for revision, Ms. Boyd requested that the Commissioners rescind their approval to initiate rulemaking on this subject.

Motion: The Chair called for a motion to rescind the approval to initiate rulemaking. The motion was seconded and passed unanimously.

6.3 Delegation of Signature Authority for Credentialing, Disciplinary and Rulemaking
Mr. Karinen reported that there are multiple points in WMC processes requiring formal legal approval. He explained that, to avoid overburdening Dr. Murphy or her predecessor Dr. Domino, staff are authorized to sign on behalf of the Commission in certain circumstances.

Motion: The Chair called for a motion to adopt the document as revised. The motion was seconded and passed unanimously.

6.4 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\(9\)](#)).

6.4.1 Contemporary Psychodynamic Institute

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

7.0 Policy Committee Report

Christine Blake, Public Member, Policy Committee Chair, reported on the items discussed at the Policy Committee meeting held on July 24, 2025.

7.1 Guidance Document: A Collaborative Approach to Reducing Medical Error and Enhancing Patient Safety (GUI2014-02)

Ms. Blake reported the Committee deferred this document for further work.

7.2 Guidance Document: Medical Professionalism

Ms. Blake reported this document was reviewed as part of its scheduled four-year review process. The Committee recommended approving this document with the noted amendments. Ms. Blake asked Kaddijatou Keita, Policy Manager, to provide additional information on this item. Ms. Keita explained that the document underwent several amendments. Initially, language recommended by the Washington State Medical Association was added to address professionalism, including awareness of unconscious bias and ensuring practitioners treat all patients with compassion, equity, and respect. During the Policy Committee meeting, Dr. Chris Bundy, Washington Physicians Health Program, proposed additional language to reinforce professional responsibilities. Ms. Keita then incorporated these changes and further edits from Ms. Blake, resulting in the final version of the document. After a robust discussion among the Commissioners, there was an additional amendment.

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

7.3 Procedure: Interactive and Transparent Development of Evidence-based Policies and Guidelines (PRO2018-02)

Ms. Blake reported this document was reviewed as part of its scheduled four-year review process. The Committee recommended approving this document with the noted amendments. Ms. Blake asked Ms. Keita to provide additional information on the proposed amendments to this document. Ms. Keita reported that she added a section recommending a policy impact review. This step is intended to assess the effectiveness and clarity of adopted policies, particularly when complaints from patients or practitioners persist. The review would help identify whether issues stem from misunderstandings or from policies that are not feasible in practice, and it may not apply to all policies but could be useful for some. After a robust discussion among the Commissioners, there were additional amendments.

Motion: The Committee Chair entertained a motion to approve the document

as amended. The motion was approved unanimously.

8.0 Member Reports

Dr. Elisha Mvundura reported receiving spam calls from individuals falsely claiming to be from the Washington Medical Commission. The calls were notable because the return numbers did not connect to the Commission.

9.0 Staff Reports

Written reports were included in the meeting packet. The report below is in addition to the written reports:

Mr. Karinen reported that caseloads have increased significantly year over year, while the Commission's investigation authorization rate has remained stable. He thanked staff and Commissioners for their efforts, particularly in collaborative CMT work, and encouraged continued patience and support given the high volume of complaints. He also shared the news that Mike Farrell will receive the Frank Homan Award from the Administrative Law Section of the Washington State Bar Association, recognizing his outstanding contributions to administrative law, leadership, mentorship, and national expertise in medical regulation.

10.0 AAG Report

Ms. Carter had nothing to report.

11.0 Fiscal Year 2025 Performance Measures

Mr. Karinen reported that Commission staff performed exceptionally well over the past fiscal year despite multiple challenges, including changes in state and federal administrations, a prolonged budget process, and a major transformation of the licensing and regulatory database.

He highlighted several key performance measures:

- Licensing – The goal was to issue 77% of licenses within 14 days; staff achieved 98%. Overall licensing from start to finish averaged six weeks, below the national average of eight weeks and significantly faster than neighboring states.
- Complaint Intake – The target was to present 77% of complaints within 21 days; staff achieved 99.5%.
- Investigations – Completion within 170 days had a target of 77%; staff came within less than one percentage point of that goal despite higher complaint volumes.
- Case Disposition – Timely review of completed investigations within 140 days had a target of no more than 23% exceeding the timeline; staff achieved 10%.

Mr. Karinen praised licensing, complaint, investigation, and legal staff for their extraordinary performance and dedication under challenging circumstances.

12.0 Adjournment

The Chair called the meeting adjourned at 11:33 am.

Submitted by

(signature on file)

Amelia Boyd, Program Manager

(signature on file)

Terry Murphy, MD, Chair
Washington Medical Commission

Approved November 21, 2025

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