

Business Meeting Minutes

January 10, 2025



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

Virtual Meeting via Teams Webinar

Link to recording: <https://youtu.be/tu1ihcN6XjM?si=bY3phi-jFUSUBuu3>

Commission Members

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

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

WMC Staff in Attendance

Colleen Balatbat, Staff Attorney
Jennifer Batey, Legal Support Staff Manager
Amelia Boyd, Program Manager
Carolynn Bradley, Mgmt Analyst/Contract Manager
Kayla Bryson, Executive Assistant
Jimi Bush, Director of Quality & Engagement
Adam Calica, Chief Investigator
Carmen Challenger, Health Services Consultant
Marisa Courtney, Licensing Manager
Joel DeFazio, Staff Attorney
Gina Fino, Director of Compliance
Michael Farrell, Supervising Staff Attorney
Ryan Furbush, Paralegal
Rick Glein, Director of Legal Services
Mike Hively, Director of Operations & Informatics
Jenelle Houser, Investigator
Ken Imes, Information Liaison

Kyle Karinen, Executive Director
Sara Kirschenman, Staff Attorney
Christopher Knight, Management Analyst
Lisa Krynicki, Staff Attorney
Emma Marienthal, Licensing Lead
Stephanie Mason, Public Information Officer
& Legislative Liaison
Micah Matthews, Deputy Executive Director
Joe Mihelich, Health Services Consultant
Lynne Miller, Paralegal
Fatima Mirza, Program Case Manager
Taylor Bacharach-Nixon, Management Analyst
Freda Pace, Director of Investigations
Stormie Redden, Legal Assistant
Trisha Wolf, Staff Attorney
Mahi Zeru, Equity & Social Justice Manager

Others in Attendance

Amy Brackenbury
Tania Bardyn
Marlon Basco-Rodillas, Dept. of Health (DOH)
Heather Carter, Assistant Attorney General
Maria Higginbotham

Hillary Norris, Washington State Medical
Association (WSMA)
Susan Olsen
Jessica Rowlett
Jeb Shepherd, WSMA
Stephanie Vaughn, DOH

1.0 Call to Order

Terry Murphy, MD, Vice Chair, called the meeting of the Washington Medical Commission (WMC) to order at 9:37 a.m. on January 10, 2025.

2.0 Public Comment

No public comments were provided.

3.0 Chair Report

Dr. Karen Domino, Chair, was not available to provide a chair report.

4.0 Consent Agenda

The Consent Agenda contained the following items for approval:

4.1 Agenda for January 10, 2025

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

4.2 Minutes from the October 11, 2024, Business Meeting

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

5.0 Commissioner Training

5.1 Outside Inquiries and the Role of the Commissioner

Micah Matthews, Deputy Executive Director, provided this presentation which was an overview of the legislative and budget request process in Washington State, outlining how the WMC manages legislative issues. It emphasized the ethical responsibilities and roles of Commissioners in these processes and highlighted opportunities for them to actively contribute to legislative and budgetary initiatives.

6.0 New Business

6.1 Practitioner Support Program Report – FY 2024

Mr. Matthews presented a report summarizing the Practitioner Support Program. This program was created as an administrative initiative following unsuccessful efforts to formalize it through rules. It provides a unique case closure process, both pre- and post-investigation, which notifies practitioners of complaints and offers voluntary, tailored CME opportunities to address areas needing improvement. Launched two years ago, the program aims to reduce repeat complaints of a similar nature by focusing on education and integrating human-centered design principles.

Jimi Bush, Director of Quality and Engagement, went on to say that the report concludes that the Practitioner Support Program is still in its early stages, with limited data available to assess its long-term impact or the extent to which practitioners are utilizing the offered resources. As a result, no definitive conclusions can be drawn at this time.

6.2 Research Unit Proposal

Ms. Bush presented on the establishment of a formal research unit as part of the WMC's strategic plan to expand beyond regulatory mechanics and provide meaningful research and expertise to clinicians. The proposed unit would operate flexibly, allowing Commissioners to participate in research projects based on their interest and availability. Research ideas would be presented at Commission meetings, where volunteers could

contribute their clinical expertise without the need for a standing committee or fixed meeting schedule. The process involves crafting proposals, gathering input, and collaboratively developing and finalizing research papers to enhance the WMC's impact on licensees. Feedback and suggestions for improving this approach were invited.

Motion: The Vice Chair entertained a motion to approve creating a formal research unit. The motion was seconded and approved unanimously.

7.0 Old Business

7.1 Committee/Workgroup Reports

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

Kyle Karinen, Executive Director, introduced the newly formed workgroup, *Psychedelic Medications in Behavioral Health Treatment*, highlighting the need to address emerging issues surrounding ketamine therapy—an area where the WMC currently lacks expertise. He emphasized the importance of developing resources for WMC members managing ketamine-related cases and preparing for legislative discussions, including two recently introduced bills. The workgroup, led by Dr. Domino with support from staff and Dr. Chris Bundy of Washington Physicians Health Program, seeks to enhance understanding of ketamine's clinical efficacy and regulatory implications. This initiative also aims to coordinate efforts with other boards, such as Osteopathic Medicine, Nursing, and Pharmacy, and invited additional WMC members to join.

7.2 Rulemaking Activities

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

7.2.1 Initiate rulemaking for the following WACs in the physician's chapter:

- [WAC 246-919-010](#) through [WAC 246-919-520](#)
- [WAC 246-919-602](#) through [WAC 246-919-700](#)

Ms. Boyd requested approval to initiate rulemaking for these sections of chapter 246-919 WAC. This is part of the required five-year review process, during which staff identified areas needing updates to modernize language and align with current standards. The opioid prescribing rules will not be included in this rulemaking. She asked for approval to file a CR-101 to begin the rulemaking process.

Motion: The Vice Chair called for a motion to authorize the filing of a CR-101 to initiate the rulemaking process. The motion was seconded and passed unanimously.

7.2.2 Rulemaking Petition – RE: Opioid Prescribing from Maria Higginbotham

Ms. Boyd requested approval to include suggested language from item #3 of a rules petition by Maria Higginbotham in new rulemaking for opioid prescribing. The petition was initially reviewed at the July 19, 2024, Business meeting, where items #1 and #2 were approved for inclusion in new rulemaking, and item #3 was designated for current rulemaking. However, item #3 was inadvertently omitted from the October 11, 2024, rules hearing. Ms. Boyd requested approve to include

item #3 in the new rulemaking process for further consideration.

Motion: The Vice Chair called for a motion to authorize including item #3 of the petition in the new rulemaking. The motion was seconded and passed unanimously.

- 7.2.3 Rulemaking Petition – RE: WACs 246-919-330, 246-919-340, and 246-919-355 from Dr. Alexander Witkowski.

The Commissioners discussed the petition in detail and sought advice from the WMC’s Assistant Attorney General, Heather Carter. It was noted that the Commissioners had already authorized opening the relevant sections in 7.2.1 of this meeting, making it appropriate to deny the petition as a standalone request. The Commissioners encouraged Dr. Witkowski to participate in the ongoing rulemaking effort.

Motion: The Vice Chair called for a motion to deny the petition. The motion was seconded and passed unanimously.

- 7.2.1 Request approval to proceed with the next step in the rulemaking process, Proposed Rulemaking (CR-102), for the newly recognized profession of Anesthesiologist Assistants.

Ms. Boyd requested approval to proceed with a CR-102 for the anesthesiologist assistant chapter. A CR-101 was filed in August, and four workshops have been held. The fee section, governed by the Secretary's office, is also progressing. She requested approval for the language in the packet to move forward to proposed rulemaking, with a hearing tentatively scheduled for May 9th, where the Commissioners will approve or deny the language.

Motion: The Vice Chair called for a motion to authorize the filing of a CR-102 to initiate the next step in the rulemaking process. The motion was seconded and passed unanimously.

7.3 Lists & Labels Requests

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\(9\)](#)).

- 7.3.1 American Academy of Manipulative Therapy

The Commissioners discussed the request at length and decided to refer it back to the requestor for additional information regarding their claim as an educational organization, specifically asking who approves or accredits them to provide continuing education.

- 7.3.2 Spectrum Healthcare Resources

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

7.4 Request for Addition to Approved Office-Based Procedures Entities List

Ms. Boyd requested approval to add **Urgent Care Association** to the "Approved Office-Based Procedures Entities" list included in the WMC’s Procedure [Approving Accrediting Entities to Accredite or Certify the Use of Anesthesia in Office-Based Surgical Settings](#), as

required by the relevant rule. She presented the current list of approved entities and explained that the new entity has followed the appropriate steps for inclusion. The Commissioners discussed the request and asked for additional background information from Mike Farrell, Supervising Staff Attorney. Mr. Farrell provided the requested details and addressed relevant questions.

Motion: The Vice Chair entertained a motion to approve adding Urgent Care Association to the list of approved accrediting entities. The motion was seconded and approved unanimously.

7.5 **Proposed: Commissioner Recusal Procedure for Managing Conflicts of Interest**

Mr. Karinen stated that this document was previously approved by the Commissioners as a policy, but the Secretary's office determined it should be regarded as a procedure instead, based on its definition under the Administrative Procedures Act. The change is largely cosmetic, converting the substance of the previously approved document into a procedure. Mr. Karinen requested approval of the document, as presented in the packet, to be classified as a procedure.

Motion: The Vice Chair entertained a motion to convert this document from a policy to a procedure. The motion was seconded and approved by majority vote.

8.0 **Policy Committee Report**

Christine Blake, Public Member, Policy Committee Chair, reported on the items discussed at the Policy Committee meeting held on January 2, 2025.

Proposed Policy: Clinical Experience Assessment

Ms. Blake stated that at the Policy Committee meeting, Ms. Boyd stated that this could not be a policy but agreed to confirm this information before today's meeting. She has since determined that this document can indeed be a policy. The Committee deferred its decision to the current meeting, and the document, including the proposed changes, now requires review and a vote to decide on its approval.

Motion: The Committee Chair entertained a motion to approve this document as presented. The motion was seconded and approved unanimously.

Proposed Guidance Document: Communicating Diagnostic Test Results and Time Critical Information to Patients and Practitioners

Ms. Blake stated that this proposed document combines two current Guidance Documents:

- Communicating Diagnostic Test Results to Patients, [GUI2016-02](#)
- Direct Communication of Time Critical Patient Medical Information Between Health Care Practitioners, [GUI2021-01](#)

The Committee recommended approving the proposed document and rescinding the two current documents.

Motion: The Committee Chair entertained a motion to approve the proposed document and rescind the two current documents. The motion was seconded and approved unanimously.

Guidance Document: Processing Complaints Against Licensees Enrolled in the Washington Physicians Health Program

Ms. Blake stated that the Committee recommended approving the document as presented and highlighted two amendments on page 3, which were also approved.

Motion: The Committee Chair entertained a motion to approve the document with the noted amendments. The motion was seconded and approved unanimously.

Guidance Document: Completion of Death Certificates by Physicians and Physician Assistants

Ms. Blake stated that the Committee recommended approving the document with the proposed revisions.

Motion: The Committee Chair entertained a motion to approve the document with the proposed revisions. The motion was seconded and approved unanimously.

9.0 Member Reports

Ms. Blake reported that she informed PeaceHealth facilities about the upcoming credentialing freeze, during which the licensing and credentialing system will be unavailable from Friday, February 14th to Wednesday, February 19th.

10.0 Staff Reports

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

Ms. Boyd highlighted an informational document in the packet from the Board of Optometry regarding a proposed interpretive statement on the definition of a "qualified physician." She urged the Commissioners to review the document, as it will likely be brought forward for discussion at both the Policy Committee and a future business meeting.

Mr. Matthews reported that the Commissioners had approved a guidance document for death certificates. He also noted that a pre-filed bill has been posted, which introduces a new item of unprofessional conduct under the Uniform Disciplinary Act (UDA). The bill would make failing to timely produce a report of death, as required by RCW 70.58.202 more than once in a calendar year, an act of unprofessional conduct.

11.0 AAG Report

Heather Carter, AAG, had nothing to report.

12.0 Adjournment

The Chair called the meeting adjourned at 11:37 am.

Submitted by

(signature on file)

Amelia Boyd, Program Manager

(signature on file)

Terry Murphy, MD, Chair Elect
Washington Medical Commission

Approved March 14, 2025

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