



Podiatric Medical Board
Business Meeting Minutes
BlackRiver Training and Conference Center
800 Oakesdale Avenue SW
Puyallup Room
Renton, Washington 98057
January 8, 2015

Board Members: Suzanne Wilson, DPM, Chair
Randy Anderson, DPM
Mark Williams, DPM
Bert Swift, Public Member
DJ Wardle, DPM

Staff Present: Blake Maresh, Executive Director
Brett Cain, Program Manager
Cece Zenker, Program Support
Mike Wiseman, Staff Attorney
Richard McCartan, Assistant Attorney General, Advisor
Diane Young, Credentialing Manager
Erica Brown, Credentialing Supervisor
Maura Craig, Policy Analyst

Guests Present: Eric Leonheart, DPM, Vice President, Washington State Podiatric
Medical Association
Charles Meredith, MD, Medical Director, Washington Physicians
Health Program

OPEN SESSION:

1. CALL TO ORDER

The business meeting of the Washington State Podiatric Medical Board (board) was called to order by Dr. Suzanne Wilson, DPM, Chair, at 9:06 a.m. on January 8, 2015.

1.1 Approval of the Agenda

The agenda was approved following an amendment to add an Open Public Meetings Act presentation by Assistant Attorney General Richard McCartan as agenda item 12.

1.2 Introduction of board, staff, guests and audience.

The board, staff, and guests present each gave a brief introduction.

1.3 - 1.13 The following minutes were approved as presented:

- July 17, 2014 business meeting minutes
- July 17, 2014 disciplinary minutes
- August 14, 2014 conference call minutes
- August 28, 2014 conference call minutes
- September 4, 2014 conference call minutes
- September 18, 2014 conference call minutes
- October 9, 2014 conference call minutes
- October 23, 2014 conference call minutes
- November 6, 2014 conference call minutes
- November 20, 2014 conference call minutes
- December 11, 2014 conference call minutes

2. INTRODUCTION OF NEW BOARD MEMBER DJ WARDLE, DPM

Dr. Wardle is a podiatric physician and surgeon who has owned and operated a podiatric practice with a partner for over 25 years. Dr. Wardle has been nominated for Seattle Magazine's podiatric physician of the year. Dr. Wardle was introduced and welcomed to the board.

3. MEDICAL ASSISTANTS SELECTING AND RETRIEVING MEDICATIONS FROM STORAGE

Mr. Cain explained that the Department of Health will convene a meeting to discuss whether medical assistants have the requisite training to select and retrieve medications from storage. The meeting will consist of medical assistant educators, clinical representatives from boards and commissions, healthcare organizations, and other interested stakeholders. Mr. Cain asked board members if anyone would be available for the upcoming meeting.

Drs. Wilson, Anderson and Williams expressed an interest if they are able to participate via phone.

4. WASHINGTON PHYSICIAN'S HEALTH PROGRAM (WPHP) – DR. CHARLES MEREDITH, MEDICAL DIRECTOR FOR WPHP

The board was presented with the Washington Physician Health Program 2014 Annual Report. This was informational and no board action was required.

5. RULES WORKSHOP ON CONTINUING MEDICAL EDUCATION (CME) REQUIREMENTS FOR PODIATRIC PHYSICIANS

5.1 Review from July 14, 2014 workshop

The board reviewed the summary from the July 17, 2014 workshop and proposal submitted by the Washington State Podiatric Medical Association. The draft changes would amend WAC 246-922-300 and WAC 246-922-310 concerning the CME requirements for podiatric physicians.

5.2 Discussion of potential revisions and amendments

The board agreed to proposed changes to the current sections that will require podiatric physicians to complete 50 CME hours a year. The board also worked to update and clarify the current language in the rule.

MOTION: Dr. Anderson made a motion to authorize staff to move forward with a CR-102 proposal indicating the changes discussed.

ACTION: Dr. Williams seconded the motion and it was passed unanimously.

6. ELECTIONS – THE BOARD HELD ELECTIONS FOR OFFICER POSITIONS FOR NEXT YEAR

The board's bylaws indicate that the board will hold officer position elections at their last business meeting of the calendar year. Because the board did not meet in October of 2014, the board held elections at this meeting.

MOTION: Dr. Wilson made a motion to suspend bylaws for the election of officer positions.

ACTION: Dr. Anderson seconded the motion and it was passed unanimously.

MOTION: Mr. Swift made a motion to reelect Dr. Suzanne Wilson as Board Chair and Dr. Randy Anderson as Vice Chair.

ACTION: Dr. Wardle seconded the motion and it was passed unanimously.

7. MEDICAL QUALITY ASSURANCE COMMISSION GUIDELINE: APPROPRIATE USE OF TELEMEDICINE

The board reviewed and discussed the telemedicine guidelines recently adopted by the Medical Quality Assurance Commission. This was informational and no board action was required.

8. RULES REVISION CONCERNING THE DEFINITION OF SEXUAL MISCONDUCT

The board discussed whether to consider opening their sexual misconduct rules to clarify that forcible or nonconsensual acts with non-patients are within the definition of sexual

misconduct by a podiatric physician. Staff explained that other boards, commissions, and secretary professions are opening their sexual misconduct rules to make this clarification as well.

MOTION: Dr. Anderson made a motion authorizing staff to move forward with a CR-101 as discussed.

ACTION: Dr. Wardle seconded the motion and it was passed unanimously.

9. PRESCRIPTION FRAUD ALERT FORM

The board was provided with a form from the Pharmacy Quality Assurance Commission intended to help practitioners and pharmacists prevent fraudulent prescriptions. The board asked if this form has been received by the Washington State Podiatric Medical Association (WSPMA). Mr. Cain indicated that it likely had not yet been shared with WSPMA, but that he would pass it on.

10. CORRESPONDENCE

The board was presented with 2 requests for lists and labels from J Knipper and Company and Health Market Science, Inc.

MOTION: Dr. Anderson motioned to deny both requests on the basis that the organizations did not meet the definition of an educational organization or professional association as defined on the application form.

ACTION: Mr. Swift seconded the motion and it was passed unanimously.

11. EXECUTIVE DIRECTOR/PROGRAM MANAGER REPORT

11.1 Budget update

Mr. Maresh presented the budget report. There were no concerns with the board's budget.

11.2 Credential counts

Ms. Young and Ms. Brown presented credentialing statistics.

12. OPMA PRESENTATION RICHARD MCCARTAN

Assistant Attorney General Richard McCartan provided a brief training regarding board member responsibilities to comply with chapter 42.30 RCW, the Open Public Meetings Act (OPMA). The training included a discussion of how all board meetings must be open to the public, the requirements for special and regular meetings, executive session, board voting, and which types meetings are not subject to OPMA requirements.

CLOSED SESSION:

13. Case Tracking Discussion – The board reviewed open disciplinary cases to ensure that they are being resolved timely and efficiently.
14. Stipulation to Informal Disposition Presentations (Scheduled as needed) – There were no presentations.
15. New Reports for Authorization or Closure – There were no authorizations.
16. Disciplinary Case Reviews - Reviewing Board Member Reports – There were no reviews.
17. Adjournment

The board meeting was adjourned at 1:22 p.m. by Suzanne Wilson, DPM, Chair.

Next Meeting: April 2, 2015
Black River Training and Conference Center
Renton, WA

Prepared by:

Approved by:

Brett Cain, Program Manager

Suzanne Wilson, DPM, Chair

Date

Date