WASHINGTON STATE DEPARTMENT OF HEALTH
MIDWIFERY ADVISORY COMMITTEE
PUBLIC MEETING MINUTES
June 5, 2018
9:00 AM

On June 5, 2018 the Midwifery Advisory Committee met in person and by webinar at the Department of Health Office in Kent located at Creekside Two at Centerpoint, 20425 72nd Ave S, Suite 310, Room 309, Kent, WA 98032. In accordance with the Open Public Meetings Act, notices were sent to individuals requesting notification of meetings.

MEMBERS PRESENT
VIVIANNE FISCHER, LM
MARGARET OSTERVOLD, PUBLIC MEMBER
ROBERT PALMER, JR., MD
COLEEN DONOVAN-BATSON, CNM
KAT BARRON, LM
ALI LEWIS, MD

MEMBERS ABSENT
CONSTANCE FREY, LM, CHAIR

STAFF PRESENT
KATHY WEED, PROGRAM MANAGER
TRINA CRAWFORD, EXECUTIVE DIRECTOR
SANDIE PEARSON, PROGRAM REPRESENTATIVE
SIERRA McWILLIAMS, AAG
JOHN HILGER, PROGRAM MANAGER
RAMIRO CANTU, INVESTIGATION & INSPECTIONS
MATT CAMPBELL, CONSTRUCTION REVIEW
JOHN WILLIAMS, CONSTRUCTION REVIEW
LIZ GORDON, INVESTIGATION & INSPECTIONS
JOANNE MILLER, CREDENTIALING SUPERVISOR
(VIA WEBINAR)

OTHERS PRESENT (VIA WEBINAR)
KAREN SWIFT, CNM
Tiffany Buck
Liz Chalmers
Cynthia Flynn
Neva Gerke
Leslie Gesner
Taylor Hamil
Audrey Levine
Jennifer March
Crystal Ogle
Micki Persons
Brandy Ross
Christine Tindal
Tuesday, June 5, 2018 – 9:00 AM – Open Session

1. CALL TO ORDER
The meeting was called to order by Collen Donovan-Batson, CNM at 9:05 a.m.

1.1 Introductions
Committee members, staff, and guests introduced themselves. Ms. Weed shared that Karen Swift, CNM was attending by webinar. Ms. Swift is the newly appointed CNM committee member that will take the place of Ms. Donovan-Batson. Ms. Swift’s first meeting as a committee member will be the September meeting.

1.2 Approval of Agenda
The committee reviewed and approved the agenda as presented.

1.3 Approval of the March 6, 2018 Meeting Minutes
The committee reviewed and moved to approve the March 6, 2018 meeting minutes as presented. Committee members voted in favor of approving the March 6, 2018 meeting minutes as presented.

2. DISCUSSION ON CONSTRUCTION REVIEW PROGRAM – Matt Campbell, Architect, Construction Review Program provided information to the committee about Childbirth Centers and the construction review process.

State law requires birthing centers to be licensed before operating, managing, maintaining and advertising as a birth center. The Construction Review Program reviews the buildings where a birth center operates to ensure compliance with licensing requirements. The Construction Review Program reviews the birth center built environment including; new buildings, conversions, renovations, and additions. A birth center built environment is required to comply with the state licensure, state building codes as well as local codes. Mr. Campbell shared an overview about the application and construction review process. Helpful tips were also provided. Committee members suggested adding the helpful tips to the Construction Review webpage.

3. DISCUSSION ON FACILTITY INVESTIGATION AND INSPECTION – Ramiro Cantu, Executive Director, Office of Investigation and Inspection and John Hilger, Program Manager, Childbirth Centers presented information on childbirth center inspections.

Mr. Cantu from the Office of Investigation and Inspection (OII) shared that OII is responsible for inspection (surveying) of childbirth centers. The inspections may be announced or unannounced. The inspections include reviewing items such as facility bylaws, communicable disease procedures, proper sterilization and disinfection processes
are being followed, proper drug storage, etc. Committee members learned that a total of 18 childbirth centers had undergone the survey (inspection) process since 2015. In 2018 five centers were surveyed and one investigation was opened. Additional tips were provided to the committee regarding the survey (inspection) process. Committee members shared that it would be helpful if the OII visits could be announced since birthcenters operate differently and typically are not open normal business hours. This would ensure the licensed midwife responsible for the birthcenter was present for the survey.

4. PROGRAM MANAGER REPORT – Kathy Weed, Program Manager provided information to the committee.

4.1 Business Plan – Ms. Weed provided members information on the 2017 – 2019 Business Plan. She shared that currently all targets are being met. The committee made no changes to the Business Plan at this time.

Ms. Weed asked members to email her with any suggested updates or changes to the 2017 – 2019 Business Plan.

4.2 Rules Update – Ms. Weed provided members with a rules update. Ms. Weed shared that Ms. Lewis, Ms. Frey and herself met with representatives from the Medical Quality Assurance Commission (MQAC) to present draft rule language for the legend drugs and devices rule. A meeting to present the draft rule language to the Pharmacy Quality Assurance Commission (PQAC) is tentatively scheduled for July. Ms. Weed will provide the committee an update at the September 11, 2018 meeting.

4.3 Recruitment update, member terms – Ms. Weed reported that two physicians have been appointed to fill the positions currently held by Dr. Lewis and Dr. Palmer. Both Dr. Alexander Hamling and Dr. Robin DeRegt terms begin September 1, 2018. Ms. Weed also shared that a LM had been appointed to replace the position currently held by Ms. Frey. April Haugen had been appointed and her term will begin March 1, 2019.

4.4 Investigation timelines and costs – Ms. Weed presented information about the costs associated with investigations for 2016 and 2017. Information presented included investigations of unlicensed practice. An audience member asked about the number of unlicensed investigations. Ms. Weed will research and present additional information regarding the number of investigations of unlicensed practitioners at a future meeting.

4.5 Licensing statistics – Ms. Joanne Miller, Credentialing Supervisor presented licensing statistics for the last six months. There have been eight licenses issued; three were routine and five were non-routine applications. All were issued in an average of 10.6 days from the last document received.
5. **EXECUTIVE DIRECTOR REPORT** – Trina Crawford, Executive Director provided information to the committee.

5.1 **Budget Update** – Ms. Crawford presented information to the committee about the 2017-2019 budget. She shared that the program is currently overspent. The information shared did not include the proviso funds provided by the legislature. A representative (Audrey Levine) from MAWS shared that they were able to secure another $50,000 for the program through the legislature. She asked if it would be possible to get the program budget numbers for the program prior to the 2019 legislative session.

6. **DISCUSSION ON BIRTH ASSISTANT POLICY** – Sierra McWilliams, AAG presented information about the draft Birth Assistant Guidelines previously drafted by the committee. The committee discussed updating and clarifying the guidelines. It was suggested that the committee defer this item for a future meeting when all members of the committee were present. This item will be brought back for further discussion at a future meeting.

7. **CONSENT AGENDA** – There were no items placed on the consent agenda for the committee to review at this time.

8. **MEETING WRAP UP AND ADJOURNMENT**

8.1 **Agenda Items for next meeting** – The committee discussed adding the following items to future meeting agendas:

- Update on possible webinar with Construction Review and the Office of Investigation and Inspections.
- Update on meeting with the Pharmacy Commission regarding legend drugs and devices
- New member introduction to current topics committee is working on

8.2 **Thank you and best wishes to those members exiting** – Ms. Weed thanked Ms. Colleen Donovan-Batson, Dr. Ali Lewis and Dr. Bob Palmer for serving on the committee. All were presented with a small gift of appreciation.

9. **ADJOURNMENT**

The committee adjourned at 12:08 p.m.

Respectfully submitted:                      Approved:

Kathy Weed                               Constance Frey, Chair
Program Manager                          Midwifery Advisory Committee