Committee Members Present
Michael Smith, Prosthetist, Chair; Janna Friedly, MD, Vice Chair; Julie Quinn, Public Member; James Devine, Public Member

Committee Members Absent
David Hensley, Orthotist/Prosthetist

Staff Present
Kim-Boi Shadduck, Program Manager; Tracie Drake, Program Representative; Katherine Hoffman, Policy and Legislative Analyst; Joanne Miller, Credentialing Supervisor; Gail Yu, Assistant Attorney General (AAG)

Others Present
No guests were present for the meeting.

On July 20, 2018 the Orthotics and Prosthetics Advisory Committee met in Tumwater at the Department of Health Office – Town Center Two, 111 Israel Road S.E., Room 158. In accordance with the Open Public Meetings Act, the meeting agenda was emailed to the Orthotics and Prosthetics listserv and posted on the Orthotics and Prosthetics Program website.

OPEN SESSION – 9 a.m.

1. CALL TO ORDER
   Michael Smith, Chair called the meeting to order at 9:07 a.m.

   1.1 Approval of the agenda
       A motion was made and seconded to approve the agenda. Committee members voted in favor of approving the agenda as presented.

   1.2 Approval of April 13, 2018 Meeting Minutes
       A motion was made and seconded to approve the April 13, 2018 meeting minutes. Committee members voted in favor of approving the April 13, 2018 meeting minutes as presented.
2. **CREDENTIALING REPORT** – Joanne Miller, credentialing supervisor, provided information to the committee.

Ms. Miller said no new applications have been received since the April 13, 2018 meeting. The following licensing statistics were provided to the committee:

<table>
<thead>
<tr>
<th></th>
<th>Orthotists</th>
<th>Prosthetists</th>
</tr>
</thead>
<tbody>
<tr>
<td>Active License</td>
<td>175</td>
<td>166</td>
</tr>
<tr>
<td>Pending Licenses</td>
<td>2</td>
<td>0</td>
</tr>
</tbody>
</table>

3. **PROGRAM MANAGER REPORT** – Kim-Boi Shadduck, Program Manager – Information was provided to the committee.

3.1 **Budget update**
Ms. Shadduck provided an update on the budget. She said the program budget looks good with revenues exceeding expenditures. An updated budget report will be provided at the next meeting.

3.2 **Consumer rights brochure**
Ms. Shadduck said a consumer rights brochure is available online. Mr. Devine said he thinks the brochure needs updating. Ms. Yu, AAG said the language in the brochure is directly from the statute, but could be plain-talked. Ms. Friedly thought the brochure could be valuable and thinks most people aren’t aware of the brochure. Ms. Shadduck will work with Mr. Smith and Mr. Devine on updating the brochure.

4. **ASSISTANT ATTORNEY GENERAL (AAG) REPORT** – Gail Yu, AAG – Ms. Yu had nothing to report.

5. **JURISPRUDENCE (JP) EXAM** – The committee reviewed and discussed the JP exam. Committee members reviewed and discussed questions. Ms. Shadduck will update with the committee’s recommendations and will bring back for the committee to review.

6. **RULES WORKSHOP – CHAPTER 246-850 WAC**

The committee conducted a rules workshop to revise and update chapter 246-850 WAC. Ms. Shadduck provided members with updated draft rule language. The committee reviewed, and made changes to the updated draft rule language. Ms. Shadduck will make the suggested changes to the draft rule language and send out for comment.

7. **CONSENT AGENDA** – No items were added to the consent agenda for the committee to review.

8. **FUTURE AGENDA ITEMS** – The committee discussed the following agenda items for future meetings:

   - Rules update and workshop
   - Jurisprudence exam
   - Consumer rights brochure
9. **ADJOURNMENT**
The meeting adjourned at 11:45 a.m.

Signature on File
Presented By: Kim-Boi Shadduck, Program Manager
Date

Signature on File
Approved By: Michael B. Smith, Chair
Date