Committee Members: Adam Canary, LPN, Chair  
Edie Higby, Public Member  
Lois Hoell, MS, MBA, RN  
Sharon Ness, RN - excused  
Tiffany Randich, LPN  
Tracy Rude, LPN ad hoc - excused  
Dawn Morrell, RN, BSN, CCRN - excused

Staff: Catherine Woodard, Associate Director of Discipline  
Karl Hoehn, Legal Manager  
Grant Hulteen, Chief Investigator  
John Furman, Director, WHPS  
Helen Budde, Case Manager
I. 3:30 PM Opening – Adam
   - Call to order – Digital recording announcement
   - Roll call
     - Not present on the call: Tracy Rude, Sharon Ness, and Dawn Morrell

II. November 27, 2018 Minutes – Adam
    - Approved.
    - Will be added to the March business meeting packet.

III. January 11, 2019 Commission Meeting Review – Adam
    - Changes to commission members include Gerianne Babbo to Education staff; Renee Ruiz stepped down as she took a job in another state.
    - Nominations for officers will come up at the March general business meeting.
    - We are underspent on the budget and tracking the progress of the decision package.
    - Had a rules hearing on proposed amendments to WAC 246-840-533, Preceptors in Nursing Education.
    - Kristin Petersen presented HSQA performance measures, which includes Nursing’s performance measures.
    - As of January 1, 2019, per Health Care Authority rule, only physicians can order home health services and medical equipment.
    - A&M (Texas) Rural and Community Health Institute educational staff presented an overview of the Knowledge, Skills, Training, Assessment, and Research (KSTAR) Nursing Assessment Program that provides competency assessment and individual remediation to ensure minimum nursing competency.
    - Good presentation from Grant, Karl, and Catherine on summary suspensions.
    - Heard the Washington Center for Nursing and WHPS annual reports.

IV. Performance Measures (Investigations, Legal, and WHPS) – Catherine, Grant, Karl, and John
    - Grant gave highlights of the Investigations report.
    - Joe Grangnelli and Barb Justice retired on December 31. Down to eight full time investigators.
    - Cases in the investigators’ queues are going up; staff attorneys are treading water right now as more cases are coming in than going out. Investigations and Legal both experienced a lot of vacation time in November.
    - Lois wonders if the increase in ARNP licensure equals an increase in ARNP complaints.
    - John explained his WHPS monthly report and elements of the compliance report, noting that these reports will appear at each month’s subcommittee meeting.
    - WHPS is transitioning from AOS to Recovery Trek so the next couple of reports may look different; not all of the data will be available at first.
    - Lois asked and John confirmed that the numbers of nurses in the program is standard.
    - John noted that in 2017 nurses submitted to 6000 tests, only 41 of which were hair tests.
V. Draft procedure re: First DUI Opened to Investigation – Grant
   - Grant presented his first draft of the DUI procedure.
   - Grant explained the difference between a first DUI that was reduced to Reckless or Negligent Driving and a DUI conviction. The new procedure encourages CMT to review the first conviction to get arrest records to see if the driving involved impairment.
   - Classics indicators of substance use disorder may be a high breathalyzer reading coupled with reasonable performance on field sobriety tests.
   - Grant will edit according to the subcommittee’s input and bring the procedure back to the Feb 26 meeting.

VI. WHPS Workgroup – Lois, John, and Catherine
   - Lois, John and Catherine provided the latest updates on the WHPS procedure work. Karl and Grant have been part of the team to review and provide staff edits.
   - The Task Force will meet one last time (hopefully) on January 30 to finish the staff edits review of the procedures.
   - The subcommittee agreed to have special Discipline Subcommittee review of the procedures on February 12. This will give us time to get the procedures in the packet for the March general business meeting.
   - If approved, the subcommittee will make a motion to adopt the procedures at that meeting.

VII. Procedure Review – A07.02 Anonymous Complaints and A06.07 Review of Commission Reports – Helen, Grant, and Karl
   - Helen presented the draft procedures named above.
   - Renee Yanchura and Margaret Kelly collaborated on the revisions, which are slight.
   - There was some discussion around updating terms and language. The subcommittee made recommendations for edits.
   - Helen will bring the drafts back to the February 26 subcommittee meeting for review.

VII. Work Plan – Adam
   - Karl discussed his IRE project. The final poster presentation to NCSBN is in August. The significant reduction in time allotted to the project has decreased the ability to do full research on single action v. recidivism in nursing discipline.
   - Karl recognized that it’s difficult to access the data set, but he can go back and do more work after the IRE project is complete. This is useful information for the commission to have to determine the impact of their disciplinary actions.
   - Per the revised WHPS procedures, John will present his annual report to the commission at the March business meeting (instead of January) to allow for a full report on the calendar year. Catherine updated the work plan to reflect this.

IX. Meeting Evaluation – All
   - Thanks to everyone for their hard work and attention to detail to protect the public.
   - Grateful for the new DUI procedure.
   - Appreciative of the cohesiveness of the subcommittee group.
Thanks to the commission for their support and guidance on projects.
Appreciate feedback on draft procedures.
Learned new things.
Appreciated meeting commission members face-to-face at the last commission meeting.
Smooth meeting with lots of information.
Can’t thank staff enough.

X. Closing
• Meeting adjourned at 4:49 pm.