OPEN SESSION

1. Call to Order/Introductions—DISCUSSION/ACTION—Chad Aschtgen, ND, Chair
The meeting was called to order at 8:43 a.m.
1.1 Introduction of board, staff, guests, and audience
1.2 Approval of November 22, 2019, agenda
1.3 Approval of August 16, 2019, business meeting minutes

MOTION: The motion was made to approve items 1.2 and 1.3. The Motion was seconded and passed.

2. Old Business
2.1 Rules Project Update
   2.1.1 Continuing education
   • Ms. Gragg presented the informational brochure/mailer draft. She indicated that it will be mailed out once she has resourced the mailer postage icon and pulled the licensee addresses.
   • Ms. Gragg asked the board for any feedback concerning the informational brochure/mailer to be forwarded to her in the next few weeks.
   • The board asked to include information that license renewal is still annually.
   2.1.2 Non-surgical cosmetic procedures
• Ms. Gragg indicated that she had researched the following data from other states that are currently practicing non-surgical cosmetic procedures:
  o Utah - Has been authorized for performing Botox injections since June 2018 with no complaints.
  o Montana – Has been authorized for performing Botox injections since 2008 with no complaints.
  o Arizona – Has been authorized for performing Botox injections since 2003 with a total of six (6) complaints with no action having been taken:
    ▪ Three (3) prior to 2013, (no information on type of complaint)
    ▪ Two (2) in 2016, and 2017, (billing disputes)
    ▪ One (1) in 2019, (patient was not happy with the results)
• Ms. Gragg indicated that she will research information from Colorado, New Hampshire, and Oregon. She will combine the information into the significant analysis for the second CR 102 process, with a rules hearing during the May board meeting.

2.1.3 Substitute Senate Bill 5380
• Ms. Gragg informed the board that the requirement for electronic transmission of prescriptions of controlled substances will impact the profession, indicating that anyone who prescribes a controlled substance will have to meet the requirements in the Substitute Senate Bill 5380.
• Ms. Gragg informed the board that the Pharmacy Quality Assurance Commission is writing rules for its implementation, to include a process for requesting waivers concerning economic and technological limitations.
• The board expressed a concern about the electronic medical records (EMRs) high processing fees of electronic transmission of prescriptions. Ms. Gragg informed the board that she will forward that information to the Pharmacy Commission for their consideration.

3. New Business—DISCUSSION/ACTION—Chad Aschtgen, ND, Chair
3.1 Newsletter Format
The board reviewed the new draft format for future board newsletters.
• Ms. Gragg and Ms. Fullerton presented the new format and its functionality, indicating the ability to collect data on email opens and article click-thru rates.

3.2 New Member Handbook
The board reviewed the first draft of the New Member Handbook developed by Marsha Moody, Public Member.
• Ms. Gragg indicated that she and Ms. Moody have been working on a new member handbook and have compiled a checklist of helpful items. She and Ms. Moody will integrate items from other boards’ handbooks.
• Ms. Gragg indicated that an electronic version could be available via thumb drives.
• The board indicated that they would like the New Member Handbook be put into action by August 2020.
3.3 Office of Investigations and Legal Services (OILS)

3.3.1 OILS overview – Mr. Kellington provided the board with an OILS overview.

3.3.2 OILS staff is requesting the board allow reviewing board members to release respondents from Orders and STIDs rather than the current process of presenting to a board panel. A decision was deferred as there are still some internal Department of Health (DOH) processes to be worked out. This will be revisited in a future meeting.

3.4 Board/Commission Leadership Forum

The board heard a brief report from Dr. Aschtgen on the DOH Board/Commission Leadership forum on September 30, 2019.

- Ms. Fullerton explained that the Healthcare Enforcement and Licensing Modernization Solution (HELMS) will require an eight to twelve dollar charge per licensee. She indicated that a proposed solution of collecting those fees from a professions fund balance, rather than from the licensee, could be supported.
- Ms. Gragg indicated that the Naturopathy fund balance is about $490,000 and would be sufficient to cover the per licensee cost.
- The board discussed recruiting former board members as a pro tem to mentor new board members.

3.5 Correspondence/Inquiries

- No correspondence/inquiries had been received since the last meeting.

4. Program Reports—DISCUSSION—Renee Fullerton, Executive Director; Susan Gragg, Program Manager

Ms. Fullerton, and Ms. Gragg gave updates regarding department issues and issues specific to the naturopathic physician profession.

4.1 Budget Report – The report provided shows that the board’s spending authority has been reduced because the last biennium’s budget was considerably underspent. Ms. Gragg indicated that the budget is about $31,000 in the green. Indirect charges and previous surplus are also not reflected as of yet.

4.2 Statistics reports – The Credential Count report shows 1512 active licensees. The Current Active Cases report shows 50, though 13 of those are marked for closure.

4.3 Continuing education audit report – Ms. Gragg indicated that there have been three (3) audits within the last quarter.

5. Open Forum—DISCUSSION—Chad Aschtgen, ND, Chair

The purpose of the open forum is to provide the public an opportunity to address the board on issues of significance to or affecting the practice of naturopathy and that are not related to topics for which a rules hearing was or will be scheduled.

- Dr. Ahdut shared that she had heard of differing requirements regarding IV standards compounding. The board discussed the Federal/FDA 3:2 rule concerning compounding
laws; to mix three substances requires a laminar flow hood however those rules don’t address whether compounding more than 3 substances require a clean room. One of the WANP representatives indicated they will pursue more information through the Pharmacy Commission and share responses with the board.

- Dr. Hillary asked about concerns regarding online treatment of a Type 1 Diabetes patient. Mr. Kellington advised Dr. Hillary call him for additional discussion on this issue.
- Robert May, ND, WANP discussed House Bill 1630 from the 2019 legislative session. The bill language was amended by the Health Care & Wellness Committee and is now Substitute House Bill (SHB) 1630. Provisions added would require a naturopathic physician seeking an expanded authority to obtain additional education and submit a joint practice agreement with an MD or DO to the Department Health. The Bill was not called to a vote and with minor language changes, by the WANP, will be resubmitted to committee. Dr. May asked the board for any feedback before the end of 2019.
- 2020 Legislative Session Meet-Me call board representation. The board discussed which member would volunteer to provide representation. Dr. Ahdut volunteered as the primary representative and Drs. Neary and Cope volunteered as backup.

6. **Future Business—DISCUSSION—Chad Aschtgen, ND, Chair**
   The following agenda items were identified for future meetings:
   - The board discussed the topic of telemedicine and proposed it as a topic on the next meeting agenda. The board asked Ms. Gragg to bring updated information on the proposed rule project with the Washington Medical Commission and their existing policies.
   - The board asked Ms. Gragg to bring to the February 14, 2020 meeting more information on the potential updates to the medical marijuana authorization guidelines.

7. **Settlement Presentations—DISCUSSION/ACTION—Chad Aschtgen, ND, Chair**
   Settlement and/or Agreed Order presentations are contingent upon agreements being reached between the parties prior to a board meeting. Deliberations are made in Closed Session; however, presentations and decisions are announced in open session.
   - There were no settlement presentations.

8. **Adjournment of public meeting—ACTION—Chad Aschtgen, ND, Chair**
   The meeting’s open public session adjourned by approved motion at 11:06 a.m.

9. **Discipline and Licensing**
   There were no licensing and disciplinary matters to address.

Next Meeting:
- Date: February 14, 2019
- Time: 8:30 a.m.
- Location: Department of Health
  Creekside 2 at Center Point
  Suite 310, Room 307
  20425 72nd Ave South
  Kent, WA 98032