



WASHINGTON STATE
CHIROPRACTIC QUALITY ASSURANCE COMMISSION
BUSINESS MEETING MINUTES
March 13, 2025 – 9:00 a.m.

This was a public meeting held in person and online.

Commission Members Present:

Vanessa Wise, DC, Chair; William Davis, DC, Vice-Chair; Jas Walia, DC, Vice-Chair; Susan Bogni, MPA, Executive Committee Public Member; Dana Clum, DC, Immediate Past Chair; Brian Chan, DC; Stephen Chan, DC; Michael Clifton, DC; Susan Jensen, JD, Public Member; Mario Roybal, DC; Judge Julie Spector (ret.), Public Member; and Benjamin Zepeda, DC. Commission Members Absent: Michael Long, DC

Staff Members:

Bob Nicoloff, Executive Director
Tammy Kelley, Deputy Executive Director
Jenny Yeam, Projects and Compliance Manager
Betty Moe, Director of Operations and Policy
Christopher Gerard, Assistant Attorney General

OPEN SESSION – Thursday, March 13, 2025

9:10 a.m.

1. CALL TO ORDER – Dr. Wise, Chair

1.1 Item 7.2 moved to after lunch. The agenda was approved as amended.

2. MESSAGES FROM COMMISSION LEADERSHIP - Dr. Wise, Chair; Dr. Davis, Vice-Chair; Dr. Walia, Vice-Chair; Susan Bogni, MPA, Executive Committee Public Member; Dr. Clum, Immediate Past Chair

2.1 Commission leadership had the opportunity to provide comments.

The Commission leadership welcomed new members, thanked staff, committee members for working during lunch and the evening, the staff attorneys and the support from our AAG's.

3. APPROVAL OF MEETING MINUTES – Dr. Wise

3.1 The January 30, 2025 Commission business meeting minutes were approved as written.

3.2 The March 10, 2025, Classified List Committee meeting minutes, were amended to include the title for Jenny Yeam, Compliance and Projects Manager. The minutes were approved as amended.

4. 2025 NATIONAL AND STATE ACTIVITIES AND MEETINGS – Dr. Wise

4.1 The Commission discussed the following activities and meetings:

- NBCE Part III Test Committee, March 6-9th, Greeley, CO
 - Members participating:
 - Dr. S. Chan – participated in the test development committee physiotherapy test. Dr. S. Chan shared his experience participating in the committee.
- NBCE Part II Test Committee, April 4th– 5th, Greeley, CO
 - Members participating:
 - Dr. Wise
 - Dr. S. Chan
- NBCE Part IV Examination, May 17th-18th, Various Locations, Including Portland
 - Members participating:
 - Dr. S. Chan
 - Dr. Davis
- Federation of Chiropractic Licensing Boards (FCLB) annual conference and the National Board of Chiropractic Examiners (NBCE) delegate meeting, April 30th – May 4th, St. Louis, MO
 - Members and staff attending:
 - Dr. Wise
 - Christopher Gerard, AAG, has received a scholarship from the FCLB
- NBCE Part IV Test Development Committee and Part IV Standard Setting Workshop, June 6th-7th, Greeley, CO
 - Members participating:
 - Dr. Clum
- Council on Licensure Enforcement and Regulation (CLEAR) annual conference, September 15th -18th, Chicago, Illinois
 - Members interested in attending:
 - Susan Jensen
- FCLB District I & IV meeting, September 25th– 28th, Omaha, Nebraska
 - Members interested in attending:
 - Dr. Davis
 - Christopher Gerard will be applying for an FCLB scholarship to attend.
- NBCE Part IV Examination, November 8th– 9th, Various Locations. Including Portland
 - Members interested in participating:
 - Dr. S. Chan
 - Dr. Davis

The Commission discussed the limited ability to travel due to state budgetary issues, and the importance of commission members having the ability to attend the national meetings. NBCE covering travel costs as well as a small stipend, was discussed to clarify how those costs are covered.

Robert Nicoloff shared the current proposal is a fifty percent reduction in travel costs, the biggest concern is our own budget, as we are currently operating in a deficit.

Christopher Gerard indicated his travel has been approved and he has received a scholarship from the FCLB. He has also been asked to speak as part of the attorney panel at the FCLB meeting as well as presenting as the Co-Chair of the Chiropractic Board Legal Advisor Committee meetings.

5. COMMISSION MEETING PLANNING – Dr. Wise

5.1 The location of the May 8, 2025 Commission business meeting was discussed.

The Commission discussed the following issues:

- Importance of meeting in person, especially with our new members.
- Difficulty associated with planning meeting by meeting.
- Options to cut meeting costs.

The Commission discussed the need to reduce travel costs by fifty percent. A motion was made to hold fifty percent of the meetings in person for Commission members. The motion carried.

- May 2025 – In Person
- July 2025 - Remote
- September 2025 - In Person
- November 2025 - Remote

6. BUDGET REVIEW & FEE RULE WORKSHOP - Betty Moe, Director of Operations and Policy

6.1 Current budget information was presented.

6.2 The Department of Health and the Commission are conducting a rulemaking project related to licensing and renewal fees for Chiropractors and Chiropractic X-ray technicians to generate the revenue needed to license, discipline, and complete other regulatory work required to protect patient safety. The Commission reviewed the proposed rule language. A motion was made approving the language. The motion carried

7. UPDATE ON DOH HEALTHCARE ENFORCEMENT AND LICENSING MANAGEMENT SYSTEM (HELMS) PROJECT - Ratna Craig, Project Director; and Liz Geisler, Deputy Project Director

7.1 An update regarding the HELMS project was provided. An update on Release 2 as well as the communication strategy was provided.

The Commission questioned the costs associated with HELMS, with an original cost of \$14 million, and it is now over \$60 million.

Ranta shared HELMS is a very large project with a large scope, which continually expanded causing us to renegotiate with the vendor. We also have internal costs. When Ratna joined the project in January 2024, the estimated costs were \$68 M. Since then, we have held to \$63.5 million. We committed to that as of the spring of last year, and that is what we're still tracking, despite the current delay. This has been accomplished by savings in staffing and software costs.

8. RULES COMMITTEE REPORT AND RULES WORKSHOP - Betty Moe, Director of Operations and Policy and Committee Members – Dr. Clum, Dr. Wise, and Judy Colenso, Protem Public Member

- 8.1** Recent meetings on Fluoroscopic X-Ray Rule Making were discussed. The drafting phase is nearing completion. There are only a few more meetings until they are planning to file a CR-102.
- 8.2** Rules Workshop - The Commission considered revisions to WAC 246-808-010, 246-808-105 through 246-808-140, 246-808-180, 246-808-181, 246-808-190, 246-808-510, 246-808-535 and 246-808-801 through 246-808-830 to clarify, streamline, and modernize the rule language, and to be consistent with current laws and practice standards.

The Commission reviewed the draft language. Currently, the Commission has reviewed the entire package. Commission members were asked to review the draft rule language prior to the next Commission meeting. Only the sections that have questions or concerns will be reviewed.

9. LEGISLATIVE UPDATE – Betty Moe, Director of Operations and Policy; Susan Bogni, MPA; and Dr. Wise

- 9.1** Relevant bills being considered during the 2025 session of the Washington State Legislature were discussed.

The Commission discussed the following:

- SB 5387 – Concerning the corporate practice of health care.
- HB 1686 – Creating a health care entity registry.

10. COMMISSION CLASSIFIED LIST OF CHIROPRACTIC PROCEDURES AND INSTRUMENTATION COMMITTEE UPDATE – Classified List Committee Members: Dr. Vanessa Wise; Susan Bogni, MPA; Dr. Stephen Chan; Dr. Dana Clum; Dr. Bill Davis; Judge Julie Spector (ret.), Public Member; and Dr. David Folweiler, Pro-Tem Member

- 10.1** The Classified List Committee shared possible updates to the Policy for Considering Requests for Additions or Changes to the Commission Classified List of Chiropractic Procedures and Instrumentation.

Dr. Wise shared Christopher Gerard presented four options to include the advantages and disadvantages of each. The committee recommends option three or four, with option four being the minimal update.

Options:

1. Maintain the current statute, rules, and associated policies and procedures.
2. Seek a legislative change and then make necessary amendments to rules and associated policies and procedures.
3. Maintain the statutory language but amend current rules and associated policies and procedures.

4. Maintain statutory language and current rules but amend associated policies and procedures.

The Commission discussed options three and four. While expressing concerns with option two. The Commission discussed the importance of maintaining a list. The Commission discussed the procedure as well as the list that could be updated without revising the rules.

Christopher Gerard, indicated at a minimum, option four needed to be completed. Lack of uniformity between the statute and rule, makes option three something interesting to look at for consistency.

A motion was made to approve option number 3, which is maintain the statutory language, but amend current rules and associated policies. The motion carried with two opposed members.

11. OVERVIEW OF THE COMPLAINT REVIEW AND DECISION PROCESSES - Lydia Koroma, Supervising Staff Attorney; and Tammy Kelley, Deputy Executive Director

11.1 The various phases and elements in the complaint process were reviewed.

12. COMMISSION PROCEDURE ON DECISION-MAKING CRITERIA FOR EXCEPTION LICENSE APPLICATIONS -Tammy Kelley, Deputy Executive Director

12.1 The Commission reviewed an updated version of the procedure. A motion was made to approve the updated decision-making criteria for exception license applications. The motion carried.

13. COMMISSION COMMITTEE MEMBERSHIP - Dr. Vanessa Wise

13.1 The Commission discussed current committee membership and opportunities.

A motion was made to reinstate the Instrumentation and Procedure/Standard of Care Committee (and only call on it when necessary). The motion carried. Susan Jensen, JD, also agreed to be on the committee.

Dr. Roybal joined the budget committee.

Susan Bogni, MPA joined the rules committee.

14. COMMISSION NEWSLETTER AND TRAINING PLANNING -Tammy Kelley, Deputy Executive Director

14.1 The Commission reviewed the draft 2025, Edition 1 newsletter and updated the list of future newsletter articles and training topics.

15. REQUESTS FOR A LIST OF LICENSEES -Tammy Kelley, Deputy Executive Director

15.1 The Commission reviewed a request from John Miller, DC, DACBR, LLC to be considered an educational organization so he could be eligible to request a list of licensees. A motion was made to approve the request. The motion carried.

16. STAFF REPORT AND PLANS - Tammy Kelley, Deputy Executive Director

16.1 Current projects and activities in the Commission office will be discussed.

Tammy shared that a lot has happened since the January meeting:

- The deployment of HELMS was delayed, which has given us more time to learn the system, create training guides and provide training.
 - Tammy has been participating in Release 3 meetings.
- Significant budget cuts are being discussed in all the agencies right now.
- Staff responded to an Executive Order for data regarding credentialing timelines.
- Due to budget cuts the department has not renewed the lease for the TC1 building. We have a very short timeline to move out of that building.
 - The moves for the Commission will not happen as previously discussed
 - The criteria for who gets permanent spots and offices is going to change.
 - Meeting rooms - there are meeting rooms in TC1 that we won't have access to. When that building is no longer an option, - the Commission may experience issues getting meeting rooms.

Bob shared Governor Ferguson has proposed cost reductions across the state, which include furloughs on state employees. The proposed furloughs are one day/month of uncompensated pay for 24 months. In 2018, the Commission got authority over budget, last time we had furloughs it was a Commission determination as to whether staff would get furloughed. A decision may need to be made prior to the May 2025 Commission meeting.

A motion was made to delegate the decision to the Executive Committee if it becomes necessary before the May meeting. The motion carried.

17. LETTER FROM THE INTERNATIONAL ACADEMY OF NEUROMUSCULOSKELETAL MEDICINE - Dr. Vanessa Wise

- 17.1** The Commission discussed a request from the Academy. Dr. Wise stated we have acknowledged its receipt per our rules, the Commission does not acknowledge specialties, however if someone was making claims of superiority, it may be investigated by the Commission.

18. NEW BUSINESS REQUESTS – Commission Members

- 18.1** Commission members requested the following agenda items for future meetings.
- List of current rules in progress and status.
 - Rules prioritization discussion.
 - 5-year rule review.

19. PUBLIC COMMENT

19.1 Members of the public had an opportunity to address the Commission.

Lori Grassi, Executive of Legislation and Policy, Washington State Chiropractic Association (WSCA) provided an updated legislative update.

20. CORRESPONDENCE AND REPORTS

The following are informational items. The Commission acknowledged receipt of the items by a single motion without discussion.

20.1 Licensee Statistical Report

20.2 CCE Accreditation Actions Announcement

21. ADJOURNMENT

21.1 The meeting adjourned at 4:02 p.m.



Prepared By: Robert Nicoloff, Executive Director

November 14, 2024

Date



Approved By: Vanessa Wise, DC, Chair

November 14, 2024

Date