

**Board of Naturopathy
Business Meeting Minutes**

August 8, 2025
9:00 a.m.

On August 8, 2025, the Board of Naturopathy held a hybrid business meeting at Department of Health, 111 Israel Road SE, Tumwater, WA 98501, Town Center 2, Room 153, with access via Zoom. In accordance with the Open Public Meetings Act, notices were published on the DOH website and through GovDelivery.

Board Members:

Krystal Richardson, ND, Chair
Joanne Hillary, ND, Vice Chair
Chad Aschtgen, ND
Elias Kass, ND
Brooke Fotheringham, Public Member
Vacant, Public Member

Staff:

Tommy Simpson, Program Manager
(Acting)
James Chaney, Executive Director
Jonathan Chamrad, Program Support
Luke Eaton, Assistant Attorney General
Shelly Buchanan, Supervising Staff Attorney
Marlon Basco-Rodillas, Policy Analyst
Danielle Dooley, Credentialing Supervisor
Zach Patnode, Q/A Training Manager
Brad Carter, Credentialing Coordinator
Karen Stricklett, Deputy Credentialing
Manager

Public Attendees:

Marissa Boyd
Angela Ross
Laura Wagner

Open Session

1. **Call to Order/Introductions**

Dr. Krystal Richardson, ND, Chair, called the meeting of the Washington State Board of Naturopathy to order at 9:01 a.m. on August 8, 2025.

1.1 Introductions

Jonathan Chamrad, Program Support, introduced board members, staff, and guests. Dr. Richardson offered an introductory statement explaining the procedure for remote attendance and instructions for public comments.

1.2 Approval of Agenda

MOTION: A motion was made to approve the agenda for August 8, 2025, business meeting. The motion was seconded and passed.

1.3 Approval of May 9, 2024, business meeting minutes

MOTION: A motion was made to approve the May 9, 2024, regular meeting minutes. The motion was seconded and passed.

2. Public Comment— Krystal Richardson, ND, Chair

The board heard comments from the public. The public was given the opportunity to request items to be placed on a future meeting agenda.

Public Comment

Members of the public were invited to introduce themselves and share comments not related to an agenda item or to the rules hearing.

Comments Received:

- There was no public comment shared at this time.

3. Old Business – DISCUSSION/ACTION – Krystal Richardson, ND, Chair

3.1 JP Exam Rulemaking

- Marlon Basco, Policy Analyst, gave the board an update regarding the removal of the JP exam as a requirement for initial licensure.

3.2 Business Plan

MOTION: A motion was made to approve the updated business plan. The motion was seconded and passed.

3.3 Telemedicine

MOTION: A motion was made to approve rescinding the 2017 Telemedicine guideline. The motion was seconded and passed

3.4 Continuing Education

- Discussion surrounding continuing education was tabled pending new board member appointments.

3.5 Board Chair Elections

- Discussion surrounding board chair elections was tabled pending new board member appointments.

4. New Business – DISCUSSION/ACTION – Krystal Richardson, ND, Chair

4.1 Board Meeting Dates

Proposed dates: February 13, 2026, May 8, 2026, August 14, 2026, November 13, 2026

MOTION: A motion was made to approve the proposed 2026 board meeting dates. The motion was seconded and passed.

- 4.2 Telemedicine follow-up from 8/1/2025 committee meeting, check-in with AAG**
- This was completed in item 3.3.

5. Correspondence—DISCUSSION/ACTION— Krystal Richardson, ND, Chair

The board reviewed and discussed any correspondence received since the last meeting.

- No new correspondence was received since the last business meeting.

6. Program Reports-DISCUSSION- James Chaney, Executive Director; Tommy Simpson, Program Manager (Acting)

6.1 Budget reports – Tommy Simpson, Program Manager (Acting), gave an update regarding the current budget to the members and answered any specific questions related to fees and our budget.

6.2 Credentialing statistics report – Zach Patnode, Q/A Training Manager, gave an update to the members on the current credentialing timelines.

6.3 Recruitment update – Mr. Chaney, Executive Director, gave an update regarding board member recruitment; we are still waiting on the Governor’s office to finalize appointments to be made for board members whose terms expired in 2023.

7. Future Business

The board will discuss agenda items identified or suggested for future meetings.

7.1 Robert’s Rules of Order – Luke Eaton, AAG

8. Settlement Presentations- Krystal Richardson, ND, Chair

- There were no settlement presentations.

9. Adjournment of Public Meeting-

MOTION: A motion was made to adjourn the meeting. The motion was seconded and passed. Dr. Richardson, Chair, adjourned the meeting at 10:22 a.m.

Next Scheduled Meeting:

Date: November 14, 2025

Time: 9:00 a.m.

Location: Hybrid - Virtual Zoom Meeting with a physical location at the Department of Health.

DRAFT