



**WASHINGTON STATE
CHIROPRACTIC QUALITY ASSURANCE COMMISSION**

BUSINESS MEETING MINUTES

January 8, 2026

This was a public meeting held in person and online.
Commission members participated virtually.

Commission Members:

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

Staff Members:

Bob Nicoloff, Executive Director
Betty Moe, Deputy Executive Director
Ericka Brown, Director of Operations and Policy
Jenny Yeam, Projects and Compliance Manager
Lydia Koroma, Supervising Staff Attorney
Christopher Gerard, Assistant Attorney General

OPEN SESSION – Thursday, January 8, 2026

9:00 a.m.

1. CALL TO ORDER – Dr. Wise, Chair

1.1 The agenda was approved as written.

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.

Dr. Wise welcomed everyone to the meeting virtually. She thanked Commission members and staff for their hard work and dedication in getting to the meeting, disciplinary panel calls, committee work, continued efforts working with the budget, and navigating HELMS. Dr. Wise expressed appreciation to the Commission members and special guests for taking the time to attend.

Susan Bogni echoed Dr. Wise's remarks and wished everyone a happy and prosperous New Year.

Dr. Clum hopes everyone had a good holiday season and is ready to tackle the new year. She thanked fellow Commission members and staff for their dedication.

3. APPROVAL OF MEETING MINUTES – Dr. Wise

3.1 The November 13, 2025 Commission business meeting minutes were approved as written.

4. PUBLIC COMMENT

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

5. POLICY STATEMENT DISCUSSION – Rayne Pearson, Executive Director of Legal Services, Department of Health

5.1 The Commission reviewed and discussed a draft policy statement related to the Commission exercising its discretion to allow health care providers with international licenses to provide chiropractic care to players and staff participating in and supporting FIFA World Cup 26 events in Washington state without holding a license in Washington or registering their intent to practice with the Commission.

Rayne Pearson, Executive Director for the Department of Health, explained that FIFA submitted a request to the Department of Health early last year, asking that we not take disciplinary action against providers who are employed by and traveling with FIFA during the World Cup 2026 for unlicensed practice.

The draft policy Rayne prepared for the Commission to review mirrors a policy statement DOH issued that exempts all other providers from licensure, provided the care is limited to FIFA players and staff and occurs only during the 2026 World Cup events. The policy statement also allows them to practice for this limited scope and duration, with that practice not being considered unlicensed practice during that time.

A motion was made to approve the draft policy statement. The motion carried.

6. CONSIDERATION OF REQUESTS FOR CHANGES TO THE COMMISSION CLASSIFIED LIST OF CHIROPRACTIC PROCEDURES AND INSTRUMENTATION – Dr. Wise

6.1 Request from Avery N. Martin, DC, to change "Toftness Detection Device, Resonator, or other like device" to "Toftness Detection Device"

Christopher Gerard, AAG, recommended that the Commission consider editing the list to more closely mirror the language in the 1982 Federal Order, rather than take the requester's suggestion to limit it to toftness detection device, which could be a bit more limited.

Christopher Gerard, AAG, suggested he could work with staff to develop language and bring it back to the March meeting.

A motion was made to delegate to Christopher Gerard, AAG, to work with staff on language to bring to the Commission meeting in March. The motion carried.

- 6.2 Request from Michael Neely, DC and Washington Licensed Airrosti Chiropractors, to “reconsider the Commission’s classification of ESWT/RPW as a 'sound treatment modality,' and change the classification to the accepted definition of ESWT/ RPW as a 'mechanical physiotherapeutic modality' on the Commission’s Classification of Chiropractic Procedures and Instrumentation list per the FDA’s taxonomy of ESWT/ RPW which is consistent with the physics of the therapy.”

Mr. Michael Neely presented information to the Commission for reconsideration of the classification of Shockwave as a sound treatment modality and change the classification to the accepted definition as a mechanical physiotherapeutic modality on the Commission’s classification of chiropractic procedures and instrumentation list.

A motion was made to move this request to the Classified List of Chiropractic Procedures and Instrumentation Committee. The motion carried.

7. 2026 NATIONAL AND STATE ACTIVITIES AND MEETINGS – Dr. Wise

7.1 The Commission discussed the following activities and meetings:

- NBCE Part IV Test Development Committee (Added Extra Meeting This Year), February 20 - 21, 2026, Greeley, CO
 - Members participating:
 - Dr. Davis
- Sexual Misconduct Analysis Review Team (SMART) Training, Friday, April 17, 2026, to be held at the Capital Event Center in Tumwater. It is a one-day training focused on traumainformed sexual assault/misconduct investigations. The Washington Medical Commission is offering the training at no cost to our Commission. This training is in-person only with no hybrid option. Lunch and breakfast will be provided.
 - Members participating:
 - Dr. Clifton
 - Ericka Brown
 - Jenny Yeam
- Federation of Chiropractic Licensing Boards (FCLB) annual conference and the National Board of Chiropractic Examiners (NBCE) delegate meeting – April 29-May 3rd, 2026, Atlanta, GA
 - Members attending:
- Judge Spector will apply for a scholarship to attend.
- NBCE Part IV Examination, May 16-17, 2026, Various Locations. Including Portland
 - Members participating:
 - Dr. Stephen Chan □ Dr. Roybal
 - Dr. Clifton would be available if another member is needed.

- NBCE Part III & Physiotherapy Test Development Committees, May 29th, 2026, Greeley, CO (Requires Nomination By The NBCE District Director) ○ Bob Nicoloff recommended that if any of the Commission members are interested in being part of the test development committees, they send their CV or resume, and he will forward the information to Dr. James Buchanan to review for nomination for participation. The NBCE pays the costs associated with participation.
- NBCE Part IV Test Development Committee, June 12 - 13, 2026, Greeley, CO ○ Member interested in participating:
 - Dr. Clum
- NBCE Part II Test Development Committees, June 26, 2026, Greeley, CO (Requires Nomination By The NBCE District Director) ○ If interested, Commission Members will send Bob a CV or a resume.
- Council on Licensure Enforcement and Regulation (CLEAR) 2026 Annual Educational Conference, September 14th-17th, 2026, Portland, OR ○ Dr. Wise shared that it is very costly to attend this event, and members are welcome to pay for their own way to attend the conference.
 - Dr. Clum asked whether there is an option to attend remotely, noting that there is significant value in participation and that there may be more engaging ways to connect with CLEAR beyond attending a seminar. Request for Commission staff to put together options for how Commission members might participate in CLEAR learning activities, including both paid and free options.
 - Dr. Roybal is interested in CLEAR training.
- NBCE Part I Test Development Committees, September 18, 2026, Greeley, CO (Requires Nomination By The NBCE District Director) ○ Commission Members to send Bob Nicoloff a CV or resume if interested in participating.
- FCLB District Meeting -Districts I & IV – September 4th - September 6th, Anchorage, AK Preference ○ Dr. Wise shared that there will be scholarships available and recommends that Commission members apply. Preference for attending the conference will be given to those who have not been able to attend previously.

8. LEGISLATIVE UPDATE – Betty Moe, Deputy Executive Director, Susan Bogni, MPA, and Dr. Wise

8.1 Relevant bills being considered during the 2025 session of the Washington State Legislature were discussed.

Betty Moe provided an overview of the 2026 Legislative Session, including the session timeline and what to look for when analyzing bills.

A few bills that have been looked at so far:

- SB 5899 - Animal Chiropractic Endorsement Bill – which will be discussed in more detail later on the agenda.

- HB 2261 - Ensuring transparency in credentials and communications between patients and health care professionals.
- HB 2198 - which relates to improving regulatory efficiency by integrating the Executive Order of 25-03 concerning permitting and licensing requirements and requiring refunds when timelines are not met.

9. RULES COMMITTEE REPORT AND RULES WORKSHOPS - Betty Moe, Deputy Executive Director, and Committee Members – Susan Bogni, MPA; Dr. Clum; Judy Colenso, ProTem Public Member, Dr. S. Chan, and Dr. Wise

9.1 Rules Workshop - The Commission is considering 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, 246-808535 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.

Sue Hall, Case Manager with the Washington State Department of Health, provided an overview of the Washington Recovery and Monitoring Program (WRAMP). WRAMP is a monitoring program for credentialed health care professionals whose practice may be impaired by substance use. Since 2014, the Department of Health has operated WRAMP to provide participants with the opportunity to continue working within a structure that protects the public’s health and safety and supports their recovery.

Sue Hall clarified that if the licensee voluntarily enters the WRAMP program, it will remain anonymous and not be reported to the Commission. If the licensee decides to leave the program, it is reported to the Commission.

The Commission then focused its review on WAC’s 246-808-801, 810, 820, and 830 related to substance abuse monitoring.

9.2 Rules Workshop – The Commission reviewed proposed changes to [WAC 246-808-505](#) Classification of chiropractic procedures and instrumentation made by Department of Health staff. The Commission considered additional revisions identified through this review process before final approval.

A motion was made to approve the reviewed language with revisions as presented. The motion carried.

10. BUDGET COMMITTEE REPORT & BUDGET UPDATES - Betty Moe, Deputy Executive Director, and Committee Members – Dr. Long, Dr. Clum, Dr. Davis, Dr. Roybal, and Judge Julie Spector, Public Member

10.1 A budget report was presented.

Betty Moe presented the current budget report for month 5 of the 24-month budget cycle. The beginning balance was a negative amount of \$272, 913. The Commission has been doing a wonderful job of controlling spending.

Revenue since July 1st is \$660,747, and we have collected a total of \$19,506 in fines, bringing our total revenue to \$680,253. The Commission is currently underspent by 23% of the overall budget.

Bob Nicoloff is currently working with the Department of Health, Budget Office, to obtain an extensive analysis of the breakdown of indirect costs to determine what is involved and which services. He has created a form to outline the information being requested regarding the budget.

Commission members requested additional information regarding the division's indirect costs and expressed concerns about ensuring the Commission is not being double-billed for services.

11. ANIMAL CHIROPRACTIC PROJECT UPDATE - Dr. Waldron Chair; Susan Jensen, JD, Project Vice-Chair; Dr. Wise, Commission Chair; and Bob Nicoloff, Executive Director

- 11.1** The Commission received an update regarding the animal chiropractic legislation developed by the Washington State Chiropractic Association.

Susan Jensen shared that the bill is awaiting a hearing.

Lori Grassi, Executive of Legislation and Policy at the Washington State Chiropractic Association, shared that the bill is working through the process. The sponsor is Senator Shelly Short.

12. COMMISSION NEWSLETTER AND TRAINING PLANNING – Bob Nicoloff, Executive Director

- 12.1** The Commission reviewed and updated the list of future newsletter articles and training topics.

Bob Nicoloff provided a spreadsheet outlining topics covered in the previous newsletter, along with new ideas for future articles. Bob Nicoloff has been researching topics that other Boards and Commissions may have covered, and has reviewed the topics Christopher Gerard, AAG, has provided. There is an excellent body of training available.

Commission members expressed that they liked this list and shared an interest in training to improve the onboarding process for new Commission members.

Lydia Koroma said there will be a training session on disciplinary processes at the Department of Health on January 17th.

13. REQUESTS FOR A LIST OF LICENSEES – Bob Nicoloff, Executive Director

- 13.1** No requests were received for presentation.

14. STAFF REPORT AND PLANS – Bob Nicoloff, Executive Director

- 14.1** Ericka Brown shared feedback received from licensees regarding the letter sent on December 11, 2025, about the transition to HELMS and electronic renewals.

Our Health Service Consultant 1 has taken a new position, so we are down a staff member, which creates additional work and puts additional responsibilities on Jenny.

Some of the Commission staff have been participating in user acceptance testing on case management in HELMS, Phase 3. The planned release is in March of 2026.

Betty Moe shared that staff are currently gathering data for Executive Order 25-03 in response to credentialing timelines and are working to ensure the action plan requirements are consistent with those of other Commissions, Boards, and HSQA.

We will need to have an external-facing dashboard showing our performance by the end of March. The Commission staff does not have the expertise; therefore, we are working with HSQA to meet this action plan requirement. We are planning to bring this information back to the March meeting to ensure the Commission approves the data that will be external-facing.

Betty Moe is requesting approval from the Commission to work with the Executive Committee to determine the external-facing factors and bring them back to the Commission in March.

A motion to authorize the Executive Committee to develop recommendations regarding external-facing performance measures for the dashboard and present them for Commission approval at a future meeting. The motion carried.

- 14.2** The Commission discussed and updated the list of members on the Instrumentation and Procedure/Standard of Care Committee.

Dr. Clum shared that she would be willing to step down from the committee, noting that the committee's large size makes scheduling difficult and that it is for budgetary reasons.

Judge Spector is willing to step down from the committee.

Bob Nicoloff will reach out to Dr. Folweiler.

15. PUBLIC COMMENT

- 15.1** Members of the public had a second opportunity to address the Commission. There were no comments.

16. NEW BUSINESS REQUESTS – Commission Members

- 16.1** Commission members did not request any new agenda items for future meetings.

17. CORRESPONDENCE AND REPORTS

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

- 17.1** Chiropractic Quality Assurance Commission Approved 2026 Meeting Dates (WSR 26-10-018)
- 17.2** Email To L&I Regarding License Fee History
- 17.3** Licensee Statistical Report

18. ADJOURNMENT

18.1 The meeting adjourned at 12:33 p.m.



March 12, 2026

Prepared By: Robert Nicoloff, Executive Director

Date



March 12, 2026

Approved By: Vanessa Wise, DC, Chair

Date