

## Pharmacy Quality Assurance Commission February 5, 2026 - Minutes

Convene: Hawkins DeFrance, Chair, called the meeting to order February 5, 2026, 9:05 a.m.

### **Commission Members:**

Hawkins DeFrance, Chair  
Ann Wolken, Vice Chair  
Stephanie Bardin  
Teri Ferreira  
Patrick Gallaher  
Judy Guenther (arrived at 9:30am)  
William Hayes  
Kenneth Kenyon  
Craig Ritchie  
Uyen Thorstensen

### **Commission Members Absent:**

Jerrie Allard  
Matthew Ray  
Huey Yu

### **Staff:**

Marlee O’Neill, Executive Director  
Lindsay Trant-Sinclair, Deputy Director  
Si Bui, Inspector Supervisor  
Christopher Gerard, AAG  
Rachel Sahi  
Taifa “Nomi” Peaks  
Joshua Munroe  
Haleigh Mauldin  
Julia Katz  
Irina Harris  
Madison Washington  
Shelby Winters  
Amy L Robertson

## **1. Call to Order, Hawkins DeFrance, Chair**

### **1.1. Meeting Agenda Approval – February 5, 2026**

**MOTION:** Craig Ritchie moved to approve February 5, 2026, business meeting agenda without edits. Patrick Gallaher, seconded. Motion carried, 9:0.

### **1.2. Meeting Minutes Approval – December 4, 2025**

**MOTION:** Craig Ritchie moved to approve December 4, 2025, meeting minutes without edits. Ken Kenyon, seconded. Motion carried, 9:0.

## **2. Consent Agenda**

### **2.1. Correspondence**

**2.1.1. National Precursor Log Exchange Monthly Dashboard – November and December**

**2.2. Ancillary Utilization Plans Approval**

- 2.2.1.** Monroe Pharmacy
- 2.2.2.** Fred Hutchinson Cancer Center – multiple locations
- 2.2.3.** Fred Hutchinson Cancer Center – South Lake Union
- 2.2.4.** PetNet Solutions
- 2.2.5.** Providence Medical Group
- 2.2.6.** Port Gable S’Klallam Pharmacy
- 2.2.7.** Snoqualmie Valley Health Pharmacy

**2.3. Pharmacy Technician Training Program Approval**

- 2.3.1.** Cascadia Pharmacy Wallingford – multiple locations
- 2.3.2.** Horizon Pharmacy
- 2.3.3.** Tri Area Pharmacy
- 2.3.4.** Dynamix Rx Labs
- 2.3.5.** Union Avenue Compounding

**MOTION:** Ken Kenyon moved to approve the consent agenda except for 2.2.5. Providence Medical Group, 2.3.3. Tri Area Pharmacy, 2.3.4. Dynamix Rx Labs, and 2.3.5. Union Avenue Compounding. Teri Ferreira, seconded. Motion carried, 9:0.

**2.4. Regular Agenda Items Pulled from 2.1., 2.2., or 2.3. The commission discussed items removed from the consent agenda and placed them on the regular agenda for separate discussions.**

**2.2.5. Providence Medical Group**

**MOTION:** William Hayes moved to approve item 2.2.5. Providence Medical Group. Ken Kenyon, seconded. Motion carried, 9:0.

**2.3.3. Tri Area Pharmacy**

**MOTION:** William Hayes moved to approve item 2.3.3. Tri Area Pharmacy contingent upon staff working with the applicant to clarify Item C for technicians and assistants to ensure the AUP is clear that the pharmacist must offer to counsel and provide the counseling. Ken Kenyon, seconded. Motion carried, 9:0.

**2.3.4. Dynamix Rx Labs**

**MOTION:** William Hayes moved to approve item 2.3.4. Dynamix Rx Labs contingent upon updating Item A in the assistant AUP to say that assistants print prescription labels. Teri Ferreira, seconded. Motion carried, 9:0.

### 2.3.5. Union Avenue Compounding

**MOTION:** William Hayes moved to approve item 2.3.5. Union Avenue Compounding contingent upon striking the statement “this plan can be supplemented with specific duties to the community pharmacy practice.” Ken Kenyon, seconded. Motion carried, 10:0.

## 3. Rulemaking for Expanding Types of Medication Assistance

### 3.1. PUBLIC HEARING

The commission held a public hearing on the rulemaking to propose amending WAC 246-945-714 related to the regulation of medication assistance provided by nonpractitioners.

The public rules hearing began at 9:31 a.m. and closed at 9:33 a.m. No written comments were received during the public comment period. No oral comments were received during the public hearing.

### 3.2. Approval of Comment Responses and Authorization to File CR-103 (Expanding Types of Medication Assistance)

There were no written or oral comments received.

**MOTION:** Ken Kenyon moved to adopt the draft rule language for WAC 246-945-714 without edits and authorized staff to file a CR-103P. Teri Ferreira, seconded. Motion carried, 10:0.

## 4. Presentations

### 4.1. Quarterly Budget Report

Blanca Flores-Martinez, Budget Analyst, presented the commission’s quarterly budget report.

### 4.2. Healthcare Enforcement and Licensing Management System (HELMS) Demonstration

Carly McCarthy, HELMS Communications Consultant, provided an update on HELMS.

## 5. Panel Review – Study Plan (Panel A)

**MOTION:** Craig Ritchie moved to delegate the study plan review to Panel A (Patrick Gallaher, Teri Ferreira, and Judy Guenther). Ken Kenyon, seconded. Approved 10:0.

**5.1. PHRM.PH.61659984**

**MOTION:** Patrick Gallaher moved to approve the study plan. Judy Guenther, seconded. Approved 3:0.

**5.2. PHRM.PH.61407402**

**MOTION:** Patrick Gallaher moved to approve the study plan. Judy Guenther, seconded. Approved 3:0.

**5.3. PHRM.PH.61082397**

**MOTION:** Patrick Gallaher moved to approve the study plan. Judy Guenther, seconded. Approved 3:0.

**5.4. PHRM.PH.70014254**

**MOTION:** Patrick Gallaher moved to approve the study plan. Judy Guenther, seconded. Approved 3:0.

**5.5. PHRM.PH.61580831**

**MOTION:** Patrick Gallaher moved to approve the study plan. Judy Guenther, seconded. Approved 3:0.

**6. Old Business**

**6.1. Nonresident Pharmacy Directive: List of Approved Inspection Programs**

**MOTION:** Teri Ferreira moved to approve the draft Nonresident Pharmacy Directive: List of Approved Inspection Programs with an effective date of February 5, 2026, and with the edit of changing two approved third-party inspection programs to three approved third-party inspections programs. William Hayes, seconded. Motion carried, 10:0.

**6.2. Flow Chart on Modifications or Remodels**

**MOTION:** Teri Ferreira moved to approve the draft flow chart without edits and directed staff to post the flow chart on the commission's website. Ken Kenyon, seconded. Motion carried, 10:0.

**7. Rule Updates**

**7.1. Commission Policies, Procedures, and Guidelines Update**

**MOTION:** William Hayes moved to authorize staff to remove the Pharmacy Application for Change of Location and Ancillary Utilization Plan Approvals policy statement and substitute it with a FAQ. Ken Kenyon, seconded. Motion carried, 10:0.

**MOTION:** Ken Kenyon moved to authorize staff to remove the Verification of Age by Applicant policy statement. Teri Ferreira, seconded. Motion carried, 10:0.

**MOTION:** Teri Ferreira moved to authorize staff to initiate rulemaking WACs 246-945-155, 246-945-162, 246-945-163, and potentially add a new WAC, on the accreditation of colleges of pharmacy and retain the policy statement until rulemaking is finalized. Patrick Gallaher, seconded. Motion carried, 10:0.

**MOTION:** William Hayes moved to authorize staff to retain and update the guidance document for Chart Orders and the Use of Practitioner Authorized Agent Signatures in Long-Term Care Settings. Ken Kenyon, seconded. Motion carried, 10:0.

**MOTION:** Teri Ferreira moved to authorize staff to retain and update the guidance document for Opioid Treatment Program – Drugs That May be Ordered, Possessed, and Used by an Opioid Treatment Program . Ken Kenyon, seconded. Motion carried, 10:0.

**MOTION:** Ken Kenyon moved to authorize staff to initiate rulemaking on WACs 246-945-165 and 246-945-205 on commission approved examinations and retain the policy statement until rulemaking is finalized. Teri Ferreira, seconded. Motion carried, 10:0.

**MOTION:** Hawkins DeFrance moved to authorize staff to withdraw the policy statement for Qualifications for Re-exam – NAPLEX and file a CR-101 for rulemaking on this topic. Patrick Gallaher, seconded. Motion carried, 10:0.

**MOTION:** Ken Kenyon moved to authorize staff to initiate rulemaking on WAC 246-945-503, and potentially add a new WAC, on euthanasia training program guidelines and retain the guidance document until rulemaking is finalized. Ann Wolken, seconded. Motion carried, 10:0.

**MOTION:** Ken Kenyon moved to authorize staff to review and update the Exception Application Guidelines policy statement. William Hayes, seconded. Motion carried, 10:0.

**MOTION:** Ken Kenyon moved to authorize staff to remove the guidance document for Guidelines for Investigating Diversion Cases. Teri Ferreira, seconded. Motion carried, 10:0.

**MOTION:** Hawkins DeFrance moved to authorize staff to remove the policy statement for Nonresident Pharmacy Report Guidelines and add information on this to the new commissioner handbook. Ken Kenyon, seconded. Motion carried, 10:0.

**MOTION:** Hawkins DeFrance moved to authorize staff to rescind the Use of Camera/Video in Pharmacy Inspections and Investigations directive. William Hayes, seconded. Motion carried, 10:0.

**MOTION:** Ken Kenyon moved to authorize staff to retain and update the guidance document for Guidance on Collaborative Drug Therapy. Teri Ferreira, seconded. Motion carried, 10:0.

**MOTION:** Hawkins DeFrance moved to authorize staff to retain the guidance document for Processing and Labeling of Certain Outpatient Medications for Administration and discuss it with the Center of Drug Systems, Data and Science as a possible legislative action. Patrick Gallaher, seconded. Motion carried, 10:0.

## **7.2. PTCB's Pharmacy Technician Certification Exam Update**

**MOTION:** Ken Kenyon moved to approve the updated policy statement for PTCB's Pharmacy Technician Certification Exam draft without edits and directed staff to post it to the commission's website. William Hayes, seconded. Motion carried, 10:0.

## **7.3. 2026 Self-Inspection Worksheets**

**MOTION:** Ken Kenyon moved to approve the changes to the self-inspection worksheets as presented directed staff to post the 2026 self-inspection worksheets to the commission's website and notify licensees through GovDelivery. Teri Ferreira, seconded. Motion carried, 10:0.

## **7.4. National Association of Boards of Pharmacy Task Forces and Committees**

**MOTION:** Teri Ferreira moved to support Huey Yu applying to serve on a 2026-2027 National Association of Boards of Pharmacy task force. Patrick Gallaher, seconded. Motion carried, 10:0.

## **7.5. Frequently Asked Question on Prescriptions for Veterinarians**

**MOTION:** Ken Kenyon moved to approve the FAQ on Prescriptions for Veterinarians without edits and directed staff to post it on the commission's website, notify interested parties through GovDelivery, and share it with the Veterinary Board of Governors. Teri Ferreira, seconded. Motion carried, 10:0.

## **8. Rule Updates**

### **8.1. Rule Tracker Update**

Joshua Munroe updated the commission on the rules tracker.

### **8.2. Listening Session: Alternate Distribution Models**

The commission held a listening session on the alternate distribution model rulemaking project.

**MOTION:** Hawkins DeFrance moved to withdraw the CR-102 Rules Proposal package for the Alternative Distribution Models and continue with the rules workshop. Ken Kenyon, seconded. Motion carried, 10:0.

**8.3. Rule Workshop: Tamper-Resistant Prescription Pads and Paper**

**MOTION:** Ken Kenyon moved to approve the draft rule language without edits and tasked staff with preparing and filing a CR-102 Rules Proposal package. Teri Ferreira, seconded. Motion carried, 10:0.

**8.4. Rule Workshop: Accessible Labeling Program Refinement**

**MOTION:** Hawkins DeFrance moved to adopt the drafted version that requires accessible labeling for the 10 most common non-English languages in Washington State. Teri Ferreira, seconded. Motion carried, 10:0.

**MOTION:** Ken Kenyon moved to approve the remainder of the rule language contingent upon staff making edits to the definition of “oral translation” to ensure alignment with the other edits, to add an exemption to WAC 246-945-027 for public health outreach programs and directed staff to file a CR-102. Judy Guenther, seconded. Motion carried, 10:0.

**8.5. Rule Workshop on Utilization of Pharmacy Ancillary Personnel**

**MOTION:** Teri Ferreira moved to approve the draft rule language for WAC 246-945-001, WAC 246-945-315, WAC 246-945-316, WAC 246-945-317, and WAC 246-945-318 with one edit of adding “a pharmacy assistant” to WAC 246-945-316(3)(b) and authorized staff to file a CR-102 Rules Proposal package. Ann Wolken, seconded. Motion carried, 6:1; 3 abstained.

**8.6. Rule Update: Mobile Opioid Treatment Program Units**

**MOTION:** Ann Wolken moved to approve the updated rule language for WAC 246-945-060 and WAC 246-945-250 without edits and authorized staff to continue filing the CR-102 Rules Proposal package for the Mobile OTP Units rulemaking. Teri Ferreira, seconded. Motion carried, 10:0.

**8.7. RCW 49.12.430 and Pharmacy Assistants Under Age 18**

**MOTION:** Teri Ferreira moved to authorize rulemaking to amend WAC 246-945-200 to add a requirement for competency in relevant procedures for preventing transmission of blood-borne pathogens and infectious diseases for pharmacy assistant applicants under the age of 18. Ken Kenyon, seconded. Motion carried, 10:0.

## 9. Legislative Updates

### 9.1. PQAC Bill Report

Joshua Munroe provided an overview of the bill tracking table for the 2026 state legislative session.

## 10. Strategic Plan

### 10.1. Implementation Plan Update

Marlee O’Neill updated the commission on the strategic plan implementation.

### 10.2. Performance Measures from Joint Operating Agreement

Julia Katz presented the progress related to the performance measures in the Joint Operating Agreement and will continue to provide updates at future business meetings.

## 11. Open Forum

No public comments were received.

## 12. Commission Member Reports

### 12.1. Open Discussion Related to Items or Issues Relevant to Commission Business/Pharmacy Practice

William Hayes shared that he attended an inspection with one of the commission inspectors and recommended other commissioners do the same for educational purposes.

## 13. Staff Reports

### 13.1. Executive Director – Marlee O’Neill

- Marlee O’Neill advised commissioners that registration for the NABP annual meeting in May 2026 is open. NABP has grants to assist in covering the cost. Staff recommended sending Hawkins DeFrance as voting delegate and Ann Wolken as an alternate delegate as well as up to two staff members.

**MOTION:** Teri Ferreira moved to send Hawkins DeFrance as the voting delegate, Ann Wolken as the alternate voting delegate, and up to two staff members to the 2026 NABP annual meeting in May 2026. Ken Kenyon, seconded. Motion carried, 10:0.

**13.2.** Deputy Director – Lindsay Trant-Sinclair

- Lindsay gave kudos to Haleigh, Josh, and Julia for extensive bill-tracking efforts on top of their regular duties.

**13.3.** Pharmacist Supervisor – Si Bui

- Si noted that the transition from ILRS to HELMS will happen at some point in March and the team is making every effort to ensure everything is ready before the transition.

**13.4.** Assistant Attorney General – Christopher Gerard

- Nothing to report.

**14. Summary of Meeting Action Items**

- **1.2 Meeting Minutes Approval** – Staff will finalize and post the minutes on the commission’s website.
- **2. Consent Agenda** – Staff will convey the decision to the applicants and the Office of Customer Service.
- **3. Rulemaking for Expanding Types of Medication Assistance** – Staff will file a CR-103P.
- **4.1 Quarterly Budget Report** – PQAC staff will circle back and provide a more expanded version of the report at future meetings.
- **5. Panel Review – Study Plan (Panel A)** – Staff will convey the decisions to the credentialing team.
- **6.1 Nonresident Pharmacy Directive: List of Approved Inspection Programs** – Staff will make the discussed edits, publish it on the commission’s website, and send out a GovDelivery.
- **6.2 Flow Chart on Modifications or Remodels** – Staff will publish the flow chart as well as add it to the commission’s website.
- **7.1 Commission Policies, Procedures, and Guidelines Update** – Staff will follow up with the various action items for each guidance document and policy statement and bring updates back to the commission at future business meetings.
- **7.2 PTCB’s Pharmacy Technician Certification Exam Update** – Staff will finalize the policy statement updates and publish it to the commission’s website.
- **7.3 2026 Self-Inspection Worksheets** – Staff will finalize the worksheets, publish them to the commission’s website, and send out a GovDelivery.
- **7.4 National Association of Boards of Pharmacy Task Forces and Committees** – Staff will convey commission’s approval to Huey Yu.
- **7.5 Frequently Asked Question on Prescriptions for Veterinarians** – Staff will post it to the FAQ page and communicate that to the Veterinary Board of Governors.
- **8.2 Listening Session: Alternate Distribution Models** – Staff will withdraw the CR-102 and revisit the rule language at a future commission meeting.
- **8.3 Rule Workshop: Tamper-Resistant Prescription Pads and Paper** – Staff will file a CR-102.

- **8.4 Rule Workshop: Accessible Labeling Program Refinement** – Staff will make the edits to the rule language as discussed and will file a CR-102.
- **8.5 Rule Workshop on Utilization of Pharmacy Ancillary Personnel** – Staff will make the amendments as discussed and will file the CR-102.
- **8.6 Rule Update: Mobile Opioid Treatment Program Units** – Staff will proceed with the rulemaking with the language as discussed.
- **8.7 RCW 49.12.430 and Pharmacy Assistants Under Age 18** – Staff will file a CR-101 to amend WAC 246-945-200 to add a requirement for competency in relevant procedures for preventing transmission of blood-borne pathogens and infectious diseases.

**3:42 p.m.** Business Meeting Adjourned