



**Washington State
Orthotics and Prosthetics Advisory Committee
Meeting Minutes**

Friday, October 16, 2020

On October 16, 2020, the Orthotics and Prosthetics Advisory Committee held a committee meeting via webinar. In accordance with the Open Public Meetings Act, the meeting agenda was emailed to the Orthotics and Prosthetics listserv and posted on the Orthotics and Prosthetics Program website.

Committee Members Present

Michael Smith, Prosthetist, Chair; James Devine, Public Member; Janna Friedly, MD, Vice Chair; Julie Quinn, Public member

Committee Members Absent

David Hensley, Orthotist/Prosthetist

Staff Present

Kim-Boi Shadduck, Program Manager; Gail Yu, Assistant Attorney General (AAG); Brad Burnham, Executive Director; Lorelei Walker, Program Manager; Sarah Beckham, Program Support; Ashley Maxwell, Staff Attorney; Joanne Miller, credentialing office

Others Present

No guests were present for the meeting.

OPEN SESSION

1. CALL TO ORDER

Michael Smith, chair, called the meeting to order at 9:04 a.m.

1.1 Approval of the agenda

A motion was made and seconded to approve the agenda. Committee members voted in favor of approving the agenda as presented.

2. Approval of October 4, 2019 Meeting Minutes

A motion was made and seconded to approve the October 4, 2019 meeting minutes. Committee members voted in favor of approving the October 4, 2019 meeting minutes as presented.

3. CREDENTIALING REPORT – Kim-Boi Shadduck, program manager, provided information to the committee.

Ms. Shadduck said there are three pending applications for orthotists and three pending applications for prosthetists. Ms. Shadduck has had no complaints about the application process.

The following licensing statistics were provided to the committee:

	Orthotists	Prosthetists
Active License	171	174
Pending Licenses	3	3

4. Budget and legislation reports

Budget - Mr. Burnham reported budget personnel have been changing throughout the year due to changes in personnel and COVID. The amount of DOH overhead expenses on this budget information seems to be more than usual and Brad is checking to see if this amount is correct. Brad explained some of the different line items that are included in the DOH overhead expenses. Later in the meeting, Mr. Burnham was able to show an updated budget report from the financial adviser.

The secretary of health made provision for health professions to delay renewal applications and payments to September 30, which could affect the profession’s budget. The ending balance for September 30 is right on target as to what has happened in the past.

Legislation – Mr. Burnham reported the next legislative session beginning in January 2021 will be a long session lasting 105 days. The legislature works on the biennial budget during long sessions. There is uncertainty about the state’s revenue due to COVID. Mr. Burnham explained the governor’s budget process and how the legislature works. The Department of Health is proposing a bill to revise the structure of some boards and commissions due to increased workloads. During the 2020 session, removal of the requirement of AIDS/HIV training was passed, which affects all professions. The secretary’s office has filed a CR-102 for all the secretary professions.

Ms. Shadduck asked for volunteers for the meet-me calls that occur every Wednesday during legislative session. Mike Smith and James Devine will participate in these calls for 2021.

5. Assistant Attorney General (AAG) Report – Gail S. Yu, AAG

Ms. Yu has been working on assisting various professions coping with COVID environment. She talked about how COVID has affected this profession. SB6061 passed last year in June says that beginning January 2021 any practitioner doing telemedicine (not by phone, but using video) needs to take continuing education (CE) on the subject. Some hospitals are developing their own CE course. She recommends taking this course to be compliant with law. The Washington State Hospital Association telemedicine collaborative website has courses available. RCW 43-70-495.

Ms. Shadduck and Mr. Burnham will work on distributing this information to licensees via GovDelivery and the orthotics/prosthetics webpage.

6. Committee Meeting Dates for 2021

The committee decided on the following meeting dates for 2021:

April 16, 2021 will be remote

October 15, 2021 at Kent DOH office (location may change)

Open forum - Michael Smith, Chair

The advisory committee accepted comments from the audience on issues of significance to the profession.

No comments were received.

7. Consumer Rights Brochure – Michael Smith, Chair

The new brochure is available on website as well as the old brochure. Committee members agreed to remove the old one from the website. Ms. Shadduck will work on removing the old brochure from the website.

8. Succession Planning and Recruitment - Michael Smith, Chair

The advisory committee discussed and planned for succession and recruitment.

The current board members all have the same end date for their current terms – January 2023. To help with recruiting new board members, the current board members' departure can be staggered so that there won't be a whole new committee at one time. Ms. Shadduck explained the committee appointment process. Mr. Smith and Dr. Friedly will advertise with their colleagues to assist with getting applicants.

9. Future Agenda Items –Michael Smith, Chair

Board members will send suggested agenda items for the next meeting to Kim-Boi Shadduck.

Adjournment of Open Session

Meeting adjourned at 10:04 a.m.

Next committee meeting scheduled for April 16, 2021 via teleconference.