



**Orthotics and Prosthetics Advisory Committee
Regular Meeting Minutes
October 13, 2023**

Time: 9:00 a.m.

Location: Hybrid
Labor & Industries
7273 Linderson Way, SW – Room S119
Tumwater, WA 98501

Committee Members: Erin Andrade, Physician
Daniel Abrahamson, Orthotist, Prosthetist
Shevy Treichel, Orthotist, Prosthetist
Vacant, Public Member
Vacant, Public Member

Staff members present: Rachel Phipps, Program Manager
U. James Chaney, Executive Director
Davis Hylkema, Program Support
Alyssa Brazil, Administrative Assistant
Kristina Bell, Past Program Manager
Noelle Chung, Assistant Attorney General
Jennifer Osbun, Credentialing Supervisor

Contact: Rachel Phipps, Program Manager
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In accordance with the Open Public Meetings Act, the agenda for this regular meeting was made available online at least 24 hours prior to the start time of the meeting pursuant to RCW 42.30.077.

For more information, please see [last page](#) of this agenda.

Please Note: Times are approximate. The meeting will continue until all agenda items are complete. This agenda schedule may change, and items may not be taken in the order listed on the agenda. Comments from the public in attendance may be solicited after each agenda item.

Open Session:

1. Call to Order/Introductions – DISCUSSION/ACTION

- 1.1. Introduction of board and supporting staff members.
- 1.2. Approval of agenda
Motion: to approve, second by Daniel.
- 1.3. Approval of October 14, 2022, business meeting minutes
Motion: to approve, second by Shevy.

2. Open Forum -- DISCUSSION

The purpose of the open forum is to provide the public to address the advisory committee on issues of significance to or affecting the orthotics and prosthetics profession and that are not related to topics for which a rules hearing was or will be scheduled. The public may request items to be placed on a future meeting agenda.

Comment shared included:

- o No public members shared comments virtually or in person.

3. Program Reports (Information) - James Chaney, Executive Director, and Rachel Phipps, Program Manager, Noelle Chung, Assistant Attorney General

- 3.1. House Bill 1009 Military Spouse Cultural Competency Training.
 - o Noelle Chung provided report on Military Spouse Cultural Competency Training that is now required for new committee members.
- 3.2. Health Equity 5229 Continuing Education Legislation Requirements:
The committee reviewed the Health Equity Continue Education requirements to amend WAC 246-850-140. The CR-103 is being reviewed.
 - o The committee reviewed and Kristina Bell provided more information regarding the Health Equity Continue Education.
- 3.3. Second Substitute House Bill 1724, Section 8 Substantial Equivalency and National Accreditations.
 - o 11 states that regulate the profession. Kristina Bell asked the comfort level on not providing substantial equivalences.

4. Committee Business

4.1. Credentialing Processing Times and Statistics

Jennifer Osbun, Credentialing Supervisor, provided information and an overview of the credentialing processing timelines.

- Jennifer Osbun and Kristina Bell reported on credentialing process and they statistics can't be provided to this committee. They discussed delays being either outliers or professionals are being postponed in taking the board exams.

4.2. Committee Members Roles, Responsibilities, and Recruitment

Rachel Phipps, Program Manager, provided an overview of the roles and responsibilities of committee members and an update on recruitment for the two vacant committee public member positions.

- Rachel Phipps discussed the two vacancies in the committee. James Chany commented on what type of personalities they are looking for in a public member, as they are actively looking for recruitment.

5. Administrative Items – DISCUSSION/ACTION

5.1. The committee will hold elections for chair and vice chair positions.

- Daniel nominated Erin Andrade to be Chair, and Shevy Treichel for Vice Chair.

Motion: to approve, Daniel motioned, and Shevy seconded. They agreed on a yearly term reelection.

5.2. The committee will determine meeting dates for 2024. Meetings are held twice a year on Tuesdays.

- Proposed meeting dates: April 23, 2024, and October 8, 2024.

Motion: Erin moved to motion for approval, Daniel agreed and seconded by Shevy. They would like it to be held on Tuesdays at 8:00AM.

6. Future Business -- DISCUSSION

The committee will discuss agenda items for future meetings.

- Privileges for fitters and assistants.
- Bring review of relevant laws and rules, scope, and licensure.
- Discuss adding JP exam to continuing education.
- Reports for 2024 legislative meetings.



- **Adjournment of Open Session – ACTION**