



**Nursing Care Quality Assurance Commission (NCQAC)
Licensing Sub-committee Minutes
January 22, 2021 9: 30 am to 10: 30 am**

Committee Members: Jeannie Eylar, MSN, RN, Chair
Adam Canary, LPN
Helen Myrick, Public Member
Yvonne Strader, RN, BSN, BSNA, MHA

Staff: Amber Zawislak-Bielaski, MPH, Assistant Director of Licensing
Shana Johnny, MN, RN, Nurse Practice Consultant, Ad- Hoc
Karl Hoehn, JD, Assistant Director of Discipline- Legal Services

This meeting was digitally recorded to assist in the production of accurate minutes. All recordings are public record. The minutes of this meeting will be posted on our website after they have been approved at the **March 12, 2021**, NCQAC meeting. For a copy of the actual recording, please contact the Public Disclosure Records Center (PDRC) at PDRC@doh.wa.gov.

9:30 AM Opening – Jeannie Eylar, MSN, RN, Subcommittee Chair

- Roll Call
- Call to Order

Standing Agenda Items

- **Announcements/Hot Topic/NCQAC Business Meeting Updates-** Request to Governor for emergency changes as he directed we use 70.15. We are working on getting clarifications out to agencies.
- **Approve Minutes for October 23, 2020** – Commissioner Strader motioned 1st, Commissioner Helen Myrick motioned 2nd.
- **Approve Minutes for December 03, 2020** – Commissioner Myrick motioned 1st, Commissioner Strader motioned 2nd.
- Commissioner Eylar reviewed upcoming commission position posting. Staff asked if the commission recruitment could be posted on NCQAC website just in case pro tem commission members or the public may be interested.
- Commissioner Eylar provided an update on the January commission business meeting hot topics. The English proficiency test, Occupational English Test (OET) was approved by the full commission. Many Rules are open this year and the commission is considering how many rules are open at one time. The HELMS project should be up and running by the year 2022.

Old Business

- **Update on Continuing Competency-** Language going to the full commission for review and approval of draft language for the filing of the CR-102. Hoping for a March hearing date.

- **Update on Nurse Licensure Compact-** Bill proposed in Senate. Another bill still being crafted in the House. Considering ideas on how we collect data on workforce (nurses not living in WA, but working in WA) for three unions.

New Business

- **Review International Education Consultants Request (IEC)** – Requested Mr. Hoehn to provide guidance on what we need to do regarding this request. Ms. Zawislak-Bielaski explained that Ms. Meyer requested we add this to the meeting. Ms. Zawislak-Bielaski advised that NPAP review this companies request prior to the Licensing Sub-committee. Commissioner Eylar advised to pass this information to Dr. Babbo to review and advise if NPAP needs to further review this company.
- **Current Challenges and Recent Accomplishments-** Ms. Zawislak-Bielaski provided an update on the current state of the NCQAC licensing unit, including current phone volumes, application volumes, and the recent addition of non-perm staff. New staff are up to speed and assisting in reducing the workloads. Ms. Zawislak-Bielaski continued to share that currently it is taking about one week or less to issue temporary practice permits. Ms. Zawislak-Bielaski also shared that the licensing timeline is now up and running on our website. We are hoping this will reduce the amount of calls. Ms. Zawislak-Bielaski presented the licensing timeline on the website by sharing her screen. Commissioner Strader and Commissioner Myrick requested additional information on how they could obtain similar information on MA and CNA licenses. Ms. Zawislak-Bielaski advised that she research on who could provide this information. Ms. Zawislak-Bielaski shared that the Communications Task force is requesting this sub-committee to provide what kind of licensing statistical data to be posted on the website for the public. Commissioner Eylar suggested posting how many RNs and ARNPs are licensed in WA. Commissioner Strader added to also include new graduates and LPNs. She also suggested to include licensure by County, and age demographics. Commissioner Myrick suggested to include how many RNs, ARNPs are in WA state. Commissioner Eylar also added to include what is the trend and just the basic data number of licenses in categories. Ms. Zawislak-Bielaski suggested bringing examples to the next meeting.

Ending Items

- Open Microphone – Inquiry from member of the public on draft language regarding Continuing Competency.
- Review of Actions- Ms. Zawislak-Bielaski will forward IEC request for review to education unit. February meeting to discuss what kind of data to have on the website. Ms. Zawislak-Bielaski will provide examples. Provide updates on NLC. Will have more information on open Commission positions – this was requested to be added to the agenda.
- Meeting Evaluation – Ms. Zawislak-Bielaski will make sure we are all in the same virtual Teams room at the next meeting.
- Date of Next Meeting – February 26, 2021
- Meeting adjourned at 10:30 AM.

