



**Nursing Care Quality Assurance Commission (NCQAC)  
Discipline Subcommittee Minutes  
January 18, 2022 3:30 pm to 4:30 pm**

**Join the Meeting**  
from your computer, tablet or smartphone

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United States: +1 253-372-2181  
Conference ID: 793 901 023#

**Committee Members:** Adam Canary, LPN, Chair  
Sharon Ness, RN  
Tiffany Randich, RN  
Tracy Rude, LPN ad hoc  
Dawn Morrell, RN, BSN, CCRN  
Yvonne Strader, RN, BSN, BSPA, MHA invited guest

**Staff:** Catherine Woodard, Director, Discipline and WHPS  
Karl Hoehn, Assistant Director, Discipline - Legal  
Grant Hulteen, Assistant Director, Discipline – Investigations and WHPS  
John Furman, PhD, MSN, COHN-S, WHPS Liaison  
Helen Budde, Case Manager  
Teresa Corrado, LPN, Assistant Director, Discipline – Case Management/  
HELMS  
Barb Elsner, HSC  
Shana Johnny, PhD, RN ad hoc  
Alicia Payne, WHPS – invited guest

Jewels  
Gloria Brigham, WSNA  
Laura Hoffman, Leading Age

- I. 3:30 pm opening – Adam**
- Call to order – digital recording announcement
  - Roll call
- II. December 21, 2021 Minutes– Adam**
- In draft format until the commission approves at the March 2022 business meeting.
  - Approved to move to the March commission meeting.
- III. Highlights from the January 14, 2022 commission meeting – Adam**
- IV. December 2021 performance measures – Grant, Karl**
- Investigations: monthly statistics and comparisons. (Bad chart in the packet; will replace with accurate one.) Grant provided highlights.
  - Still closing more cases than opening. New investigators (three) are getting up to speed.
  - Legal: monthly statistics and comparisons. Karl provided highlights.
  - Drafting times coming up. High number closed with legal review only.
  - WHPS: monthly participant statistics and comparisons
  - Grant provided highlights.
  - WHPS: compliance and graduation reports. (Listen to recording)
  - 61yr old in the program since 2015 – 20 positive tests for alcohol; this participant just refuses to stop drinking. She is currently employed but removed from work. For another discussion, do we maintain this person in the program or let them go?
  - Positive comments from graduates.
- V. Early Remediation (ER) Program Review – Helen, Shana**
- Program statistics from the past two fiscal years.
  - Helen provided the stats. Captures the number of cases in the program. Many more in the ER program in 2021 compared to 2020. Helen detailed the columns of each resolution. Shana commented – notices more cases and is working them now.
- VI. Substance Use Disorder Review Panel (SUDRP) program review – Grant, Karl, Alicia**
- The final draft of the SUDRP is presented in flow charts that detail the responsibilities of commission members and staff when a nurse experiences significant noncompliance or prepares for graduation from WHPS.
  - Grant introduced the Visio flow sheet and handed it over to Alicia to walk through the business model of SUDRP. Add non-compliance sheet to the packet.
  - Tracy appreciated the charts. Sharon: remind me when this comes to the commission. Catherine answered: March meeting. Karl added that we anticipate making it operational on July 1<sup>st</sup>. Once the commission approves, we will start adding new language to nurses’ contracts and updating existing contracts.
- VII. Work plan review – Adam, Catherine**
- VIII. Public comment – Adam**
- Limited to two minutes per speaker
  - No comments.
- IX. Anything for the good of the order? – all**

- Refers to the portion of the agenda during which members may make statements or offer observations about the character or work of the subcommittee without having any particular item of business before the meeting.
- Adam: It is exceptionally busy and stressful for nursing, question being posed, if we don't absolutely need a meeting, do we explore fewer meetings. Starting in March? What about every other month? Can't stop meetings, but we can meet less often. Sharon: recommends every other month like Consistent Standards of Practice. Tiffany: Every other month is reasonable and achievable. Quarterly would stretch out too far. Tracy: agrees with Tiffany and Sharon. Everybody is swamped; if we need to pull a meeting together in between meetings, we can. Dawn: good idea. Meet in the month we don't have the commission meeting. Catherine asked to meet in February to review WHPS procedure revisions that support SUDRP. Then April and so forth, every other month.
- Sharon thanked staff for SUDRP charts.

**X. Closing** Adjourned at approximately 4:30pm.

