



WASHINGTON STATE BOARD OF NURSING

Licensing Subcommittee Minutes

March 18, 2025 1: 00 pm to 2: 00 pm

Committee Members: Dawn Morrell, BSN, CCRN, RN, Chair
Adam Canary, LPN
Helen Myrick, Public Member
Yvonne Strader, RN, BSN, BSPA, MHA
Jacob Garcia, MBA, MSN, RN, PCCN
Diana Meyer, DNP, RN, NEA-BC, FAEN
Michael Syputa, LPN

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
Miranda Bayne, Staff Attorney
Jessilyn Dagum, Policy Analyst
Lori Underwood, Licensing Supervisor

This meeting was digitally recorded to assist in the production of accurate minutes. All recordings are public records. The minutes of this meeting will be posted on our website after they have been approved at the July 11, 2025, WABON meeting. For a copy of the actual recording, please contact the Public Disclosure Records Center (PDRC) at PDRC@doh.wa.gov.

- I. 1:00 PM Opening – Jacob Garcia, MBA, MSN, RN, PCCN
 - Roll Call
 - Call to Order - Board Member Jacob Garcia, Board Member Adam Canary, Pro Tem Member Helen Myrick, Dr. Shana Johnny, Ms. Miranda Bayne, Ms. Jessilyn Dagum, Dr. Gerianne Babbo, Dr. Sarah Bear, Ms. Vicki Hayward, Ms. Amber Zawislak-Bielaski, Ms. Lori Underwood
- II. Standing Agenda Items
 - Announcements/Hot Topic/WABON Business Meeting Updates – Board Member Garcia made several announcements. He acknowledged two new members to the subcommittee, Board Member Michael Syputa and Board Member Diana Meyer. He also advised the committee that meetings will be moved to meet quarterly instead of every other month in efforts to be good stewards of the Board's finances.

- Approve Minutes for December 17, 2024- Board Member Myrick moved with a second from Board Member Canary to approve the minutes for the December 17, 2024 meeting.

III. Old Business

- HELMS Update – Amber Zawislak and Karl Hoehn – Ms. Zawislak-Bielaski explained that the decision was made at the upper levels of Department of Health leadership to postpone the HELMS R2 launch for a couple of months. She further explained that we were supposed to launch the new database on February 19th, 2025; and have yet to announce a new launch date. She added that while we wait for this announcement, our licensing staff are using this extra time to train in the HELMS testing environment so we will have more understanding and practice using the new database. Ms. Zawislak-Bielaski also shared that communication will be sent out through GovDelivery as the time approaches closer to the new launch date. She also provided examples of the functionality of HELMS such as the capability the licensees will have to update their contact information, request license status changes, and apply for multistate license upgrades through their HELMS portal. Board Member Garcia asked if there were any questions from the subcommittee. None were brought forward.

IV. New Business

- Governor’s Weekly Report – Ms. Underwood provided a summary of the Governor’s report. She shared that our current processing time to issue a temporary practice permit is at four days and has been consistent since February. Ms. Underwood also shared that we have been seeing a steady number of multistate conversions of between three hundred to four hundred each month for the past six months on an average. Board Member Garcia asked if there were any questions from the subcommittee. None were brought forward.
- Chapter Rewrite Rules Project (Licensing and Continuing Competency Rules) Update - Jessilyn Dagum – Ms. Dagum explained that we are doing this chapter rewrite in phases. We are in phase one of these rewrites of rules 246-840, which focuses on licensing and the continuing competency rules. She shared that throughout February and March, we have held rules workshops to get input from interested parties. We held two specific workshops on reducing barriers for applicants educated outside the United States, which is a specific objective of this rule making. We also had one rule workshop on feedback regarding limiting NCLEX attempts before remediation. Based on that feedback, we have applied those changes to the draft rule language, and we will be going back to another rule workshop this Friday, March 21st at 1pm to present those changes with our group and interested parties. Board Member Garcia asked if there were any questions from the subcommittee. None were brought forward.

- NPAP Review of World Education Services (WES) – Board Member Garcia provided some background to this agenda item. He summarized that the subcommittee had requested the NPAP to review the information provided by WES and make a recommendation to the licensing subcommittee. He asked Ms. Underwood to share an overview of NPAP’s recommendation. Ms. Underwood shared with the subcommittee that World Education Services had sent an email requesting that WABON consider them to be approved as an education evaluation service provider. We sent their request along with their supporting documents to our education unit, who presented the request to NPAP for review and their recommendation. She also shared that after NPAP’s review they recommend not to adopt WES as an approved education evaluation service provider. Ms. Underwood advised the subcommittee that Dr. Babbo, Dr. Bear, and Ms. Hayward were in attendance to answer any of their questions regarding this recommendation. Board Member Garcia asked that the subcommittee review the recommendations and asked if there were any questions regarding the decision. None were brought forward. He then asked Ms. Bayne if an action was needed about the recommendation or just to acknowledge receipt of NPAP’s recommendation. Ms. Bayne advised the subcommittee to discuss and vote on accepting or not accepting this recommendation. There was no further discussion. Board Member Myrick moved with a second from Board Member Canary to accept the recommendation made by NPAP to not approve World Education Services as a WABON approved education evaluation provider.

V. Ending Items

- Public Comment – No public comment
- Review of Actions – Board Member Garcia reviewed actions taken during the meeting. December 17th meeting minutes were approved, the subcommittee accepted and approved NPAP’s recommendation to not approve WES as a provider, and Ms. Dagum provided updates to the chapter rewrite project.
- Meeting Evaluation – All
- Date of Next Meeting - June 17, 2025
- Adjournment – 1:31pm