

Public Safety Review Panel
Minutes for the January 15, 2015 Meeting
Conducted via Conference Call

1. Call to Order:

The meeting convened at approximately 10:00 a.m. with a quorum of members present: Henry Richards, Terri Mayer, John Chiles, David Hackett, Scott Frakes; and (non-voting) Lori Melchiori.

Not Present: Kari Reardon, Bret Farrar

Mr. Frakes informed the Panel of his unexpected need to depart early, so the group modified the agenda to conduct the Executive Session / Recommendation Review portion first. Mr. Frakes left the meeting at 10:25.

2. Executive Session: 10:05 – 10:25

• **Brief Update:**

(#97) WSH: Recommendation Withdrawn

• **Recommendation Review:**

(#98) ESH: Modify PCR to add ALs PSRP: ***Provisional Support***

- **Ad Hoc:** WSH just referred a Revocation recommendation. Hearing is scheduled 2/11/15. Lori will coordinate scheduling via email to members.

3. Business Meeting: 10:25 – 11:00

A. Minutes for the PSRP meeting of Dec. 18, 2014 approved as written.

B. PSRP Report to the Legislature, due Dec.1, 2014 per RCW 10.77. 270(6) – PSRP has not received feedback from OFM on the draft report submitted for review on Nov. 18, 2014; PSRP has received legislative inquiry about the report; PSRP will finalize the report with the intent of distributing it to the Legislature on January 21st; Lori to ensure DSHS and OFM are promptly informed.

C. Updates –

- a. Future processing of member travel reimbursement will be slightly revised within DSHS resulting in fewer steps. Quicker reimbursement is the only impact members should experience as a result of the changes.
- b. Lori continues to research options to replace Secure Email as a more robust tool for PSRP communication. According to the state agency (DES) that oversees state government IT systems, SharePoint is not secure enough for

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use involving confidential patient information. Lori obtained and will forward a copy of the July 2013 version of the Secure Email Users Guide.

- c. The remodeled DSHS website went live in early January 2015. PSRP now has a presence. Refinements are under way that will assist users to locate and navigate the PSRP information. The 2015 PSRP meeting schedule, agendas and minutes will be posted and accessible to the public.
- d. PSRP to consult with Counsel regarding Discovery Requests for Production.
- e. Lori informed members she is involved in non-PSRP related work assignments for DSHS, as time allows.

Meeting adjourned at approximately 11:00 a.m.

Next PSRP Review Meetings:

- *Ad Hoc via Conference Call to be scheduled before the end of January;*
- *Next standing pre-scheduled meeting is February 19, 2015 via Conference Call*