

**Commonwealth of Massachusetts
Department of Developmental Services
Research Review Committee Meeting Minutes
Date: October 1, 2021**

By Webex: Erin Brown (Chairperson), Joshua Greenberg, Janet George, Patricia Shook, Julie Moran, and Oliver Stark (observer/minutes)

Additional Attendee(s): Sarah Weddle

Agenda Items

1. Administrative matters.
2. "Adult Services Program Evaluation and Systems Change," Dr. Sarah Weddle.

HOUSEKEEPING

- ☐ Chair established quorum.
- ☐ Chair welcomed Dr. Sarah Weddle.
- ☐ Chair summarized requirements for approval of research proposals pursuant to 115 CMR 10.08.

Review and Vote on May 7, 2021 Meeting Minutes

Outcome

- ☐ Chair moved for a vote and Committee unanimously agreed to adopt the May 7, 2021 meeting minutes.

"Adult Services Program Evaluation and Systems Change," Dr. Sarah Weddle.

Discussion

- ☐ RRC asked Dr. Weddle for an overview of the research proposal.
- ☐ RRC asked questions and clarified that: (1) the May Institute is a long-standing DDS service provider; (2) research subjects are May Institute employees; (3) the beneficiaries of the research are May Institute service recipients.

Issues

- ☐ Whether proposed research falls within the definition of "Research" under 115 CMR 10.02.
- ☐ Whether May Institute employees can provide informed consent as required by 115 CMR 10.07.

Outcome

- ☐ RRC discussed and decided the proposed research does NOT fall within the regulatory definition of Research. See 115 CMR 10.02 Research (c). Therefore, the Committee declined to vote on whether to approve or disapprove the research proposal.

APPROVED RESEARCH

None

NON-APPROVED RESEARCH

None

CLOSING MATTERS

The next meeting of the Research Review Committee, pending receipt of research proposals, has been scheduled for November 5, 2021.