



The Commonwealth of Massachusetts  
Executive Office of Health and Human Services  
Department of Public Health  
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**Board of Allied Health Professions  
Public Meeting Minutes  
January 25, 2024**

**Board Members Present:**

Jamie Musler, Chair, AT  
Andrew Rizza, Vice Chair, AT  
Deborah Slater, Secretary, OT  
Diane Smith, OT  
Melanie Glynn, OTA  
Stacy Potvin, PTA  
Catherine Lane, PT (arrived at 9:15 a.m., left meeting at 10:05 a.m.)

**Staff Members Present:**

Brian Bialas, Executive Director  
Sheila York, Board Counsel  
Michael Egan, Board Counsel  
Lauren McShane, Investigator Supervisor

All board members and staff appeared by videoconference.

**Call to Order:** The meeting was called to order at 9:02 a.m.

**Board Business**

- **Roll Call Vote for Attendance:** Mr. Bialas called the roll of board members: Jamie Musler, Andrew Rizza, Deborah Slater, Diane Smith, Melanie Glynn, and Stacy Potvin all present by videoconference.
- **Public Meeting Minutes of December 21, 2023:** After a brief discussion, a motion was made by Ms. Slater, seconded by Ms. Smith, to approve the Public Meeting Minutes of December 21, 2023. The motion passed unanimously by a roll call vote.

- **Executive Session Minutes of December 21, 2023:** After a brief discussion, a motion was made by Ms. Glynn, seconded by Mr. Rizza, to approve the Executive Session Minutes of December 21, 2023. The motion passed unanimously by a roll call vote.
- **Selection of Delegates to 2024 Federation of State Boards of Physical Therapy Leadership Issues Forum and Annual Education Meeting:** The Board deferred the selection of delegates to a meeting when physical therapist members are present.

Ms. Lane arrived at 9:15 a.m.

### **Discussion**

- **License Reactivation Process:** Mr. Bialas presented proposed changes to the license reactivation process based on the Board's new requirement for licensees to maintain continuing competence. After a brief discussion, the Board directed Mr. Bialas to create a new draft license reactivation guide for the Board's consideration that includes a new process.

### **Correspondence**

- **11.3.23 Email from J. Reidy re: Orthopedic Physician Extender Certification and Athletic Trainer Scope of Practice:** Ms. York will report on this inquiry next month.
- **Suturing and Athletic Trainer Scope of Practice:** The Board reviewed whether suturing is within an athletic trainer's scope of practice. After a brief discussion, the Board directed Ms. York and Mr. Bialas to analyze the issue further and report back to the Board.

### **Monitoring**

- **Austin Callahan, 2021-001189-IT-ENF, Revised 1st Quarterly Monitoring Report and Submission of Continuing Education:** The Board reviewed Ms. Callahan's report and submission of continuing education. After a brief discussion, a motion was made by Ms. Potvin, seconded by Ms. Glynn, to accept the report and submission of continuing education. The motion passed unanimously by a roll call vote.

### **Open Session for Topics Not Reasonably Anticipated by the Chair 48 Hours Before the Meeting**

Karen Hefler from the Massachusetts Association for Occupational Therapy discussed the license reactivation process and continuing education.

**Executive Session** (CLOSED under G.L. c. 30A, § 21(a)(1) for the purposes of discussing the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against an individual, and under G.L. c. 30A, § 21(a)(7) to comply with G.L. c. 4, § 7, ¶ 26(c))

and G.L. c. 214, § 1B – adhering to the public records law and to preserve the confidentiality of medical record information)

At 10:05 a.m., a MOTION was made by Ms. Potvin, seconded by Mr. Rizza, to exit the public meeting and (1) enter into executive session under G.L. c. 30A, § 21(a)(1) for the purposes of discussing the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against an individual, and under G.L. c. 30A, § 21(a)(7) to comply with G.L. c. 4, § 7, ¶ 26(c) and G.L. c. 214, § 1B – adhering to the public records law and to preserve the confidentiality of medical record information; specifically, the Board will discuss and evaluate the physical condition or mental health of a licensee as it relates to a licensee's appeal of the Board's denial of a request for a continuing competence waiver; then (2) enter into quasi-judicial session under G.L. c. 30A, § 18 to determine the sanction in a final decision and order; then (3) enter into investigative conference under G.L. c. 112, § 65C to review a billing report and new cases; and then, after the conclusion of investigative conference, (4) not return to the public meeting and adjourn. The motion passed unanimously by a roll call vote.

The Board entered executive session at 10:05 a.m.

Ms. Lane left the meeting at 10:05 a.m.

Board maintains separate minutes of executive session.

#### **Quasi-Judicial Session** (Closed Session under G.L. c. 30A, § 18)

The Board entered quasi-judicial session at 10:47 a.m.

During the quasi-judicial session, the Board took the following action:

#### **Final Decision and Order**

2022-000840-IT-ENF (JR):

Gave direction to board counsel

#### **Investigative Conference** (Closed Session under G.L. c. 112, § 65C)

At 11:02 a.m., a motion was made by Ms. Smith, seconded by Ms. Potvin, to exit quasi-judicial session and enter into investigative conference under G.L. c. 112, § 65C to review a billing report and new cases. The motion passed unanimously by a roll call vote.

The Board entered investigative conference at 11:02 a.m.

During the investigative conference, the Board took the following actions:

## **Billing Reports**

Automotive Insurance Bureau  
Provider Billing Reports of 2022:

Read and reviewed

## **Cases**

AHP-2023-0009 (MM):	Refer to the office of prosecutions
AHP-2023-0016 (RG):	Dismiss
AHP-2023-0033 (MM):	Dismiss
AHP-2023-0034 (DW):	Dismiss
AHP-2023-0042 (JK):	Refer to the office of prosecutions
INV9151 (Life Time, Inc.):	Dismiss

## **Adjournment**

At 11:31 a.m., a motion was made by Mr. Rizza, seconded by Ms. Slater, to exit closed session and return to open session, then adjourn. The motion passed unanimously by a roll call vote.

The meeting adjourned at 11:31 a.m.

The above minutes were approved at the public meeting held on February 22, 2024.



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Brian Bialas, Executive Director

## **List of Documents Used by the Board at the Public Meeting:**

- Agenda for Meeting of January 25, 2024
- Public Meeting Minutes of December 21, 2023
- Executive Session Minutes of December 21, 2023
- 11.3.23 Email from J. Reidy re: Orthopedic Physician Extender Certification and Athletic Trainer Scope of Practice
- 6.17.22 Email from L. Murphy re: Athletic Trainers and Suturing, 7.1.23 Email from B. Bialas to L. Murphy re: Athletic Trainers and Suturing, 3.30.15 Email from P. Kelley to L. Pitwood re: Occupational Therapists and Suturing, 9.23.10 Email from P. Kelley to J. Cannan re: Physical Therapists and Suturing
- Austin Callahan, 2021-001189-IT-ENF, Revised 1st Quarterly Monitoring Report and Submission of Continuing Education