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REGULATION

LAYLA R. D'EMILIA
COMMISSIONER, DIVISION OF
OCCUPATIONAL LICENSURE

Public Meeting Minutes
February 24, 2022

Board Members Present:

Jamie Musler, Chair, AT
Stacy Potvin, Vice Chair, PTA
Andrew Rizza, AT
Deborah Slater, OT
Catherine Lane, PT
Melanie Glynn, OTA
Randy Jean, PT

Staff Members Present:

Brian Bialas, Executive Director
Peter Kelley, Board Counsel

All board members and staff appeared by videoconference.

Call to Order: The meeting was called to order at 9:04 a.m.

Board Business

- **Public Meeting Minutes of November 18, 2021 and Executive Session Minutes of November 18, 2021:** After a brief discussion, a motion was made by Mr. Jean, seconded by Ms. Glynn, to approve the Public Meeting Minutes of November 18, 2021 as presented and the Executive Session Minutes of November 18, 2021 with changes. The motion passed unanimously.
- **Public Meeting Minutes of December 16, 2021:** After a brief discussion, a motion was made by Ms. Potvin, seconded by Mr. Rizza, to approve the Public Meeting Minutes of December 16, 2021 as presented. The motion passed unanimously.

Discussion

- **Board Counsel Report:** Mr. Kelley reported that, through the recent supplemental state budget that passed into law, the Board is authorized to meet remotely through July 15, 2022.



- **Application Processing Update:** Mr. Bialas provided an overview to the Board of the application process through PCS, including wait times.
- **CE Regulations Implementation:** Mr. Kelley provided an update to the Board regarding the final approval of the Board's continuing competency regulations. Mr. Kelley recently answered questions for the Executive Office of Housing and Economic Development and is waiting for final approval before the regulations can become effective.
- **CORI Policy:** The Board considered changes to the format and preliminary language of its CORI Policy. Mr. Kelley explained that the draft does not change the Board's criteria for an applicant's CORI review but rather only adds required language regarding the state's Master Crimes List.

After a brief discussion, a motion was made by Ms. Slater, seconded by Mr. Rizza, to approve the policy. The motion passed unanimously.

- **In Person Meetings:** The Board discussed whether to meet by videoconference next month and agreed to continue meeting by videoconference.

Monitoring Report

- **Jessica Richard, 20070821AH028-IT-ENF and 20080215AH062-IT-ENF, 2nd Quarterly Monitoring Report:** The Board reviewed the report. After a brief discussion, a motion was made by Mr. Rizza, seconded by Ms. Glynn, to accept the report but to advise Ms. Richard's supervisor to provide more substance in his reports. The motion passed unanimously.

Executive Session (Closed under G.L. ch. 30A, § 21(a)(1), individual character rather than competence)

At 9:53 a.m., a motion was made by Mr. Jean, seconded by Ms. Glynn, to exit open session and enter into executive session under G.L. c. 30A, § 21(a)(1), individual character rather than competence, to interview an applicant. The motion passed unanimously by a roll call vote.

The Board entered executive session at 9:53 a.m.

The Board returned to open session at 10:17 a.m.

Investigative Conference (Closed under G.L. ch. 112, § 65C)

The Board entered investigative conference at 10:17 a.m.

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

Settlement

2021-000174-IT-ENF (AV):

Gave direction for prosecutor

Cases

2021-000811-IT-ENF (JZ):	Dismiss
2021-000759-IT-ENF (MS):	Dismiss
2021-001128-IT-ENF (MV):	Refer to Office of Prosecutions
2021-001129-IT-ENF (KH):	Refer to Office of Prosecutions

Adjournment

At 10:48 a.m., a motion was made by Ms. Slater, seconded by Ms. Glynn, to exit closed session and to enter open session, thereupon to adjourn the meeting. The motion passed unanimously.

The meeting adjourned at 10:48 a.m.

The above minutes were approved at the public meeting held on April 28, 2022.



Brian Bialas, Executive Director

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

- Agenda for Meeting of February 24, 2022
- Public Meeting Minutes of November 18, 2021
- Executive Session Minutes of November 18, 2021
- Public Meeting Minutes of December 16, 2021
- Draft CORI Policy
- Jessica Richard, 20070821AH028-IT-ENF and 20080215AH062-IT-ENF, 2nd Quarterly Monitoring Report