

COMMONWEALTH OF MASSACHUSETTS

BOARD OF REGISTRATION OF GENETIC COUNSELORS

THIS AGENDA CONSTITUTES NOTICE OF THE REGULARLY SCHEDULED MEETING OF THE
BOARD OF REGISTRATION OF GENETIC COUNSELORS
IN COMPLIANCE WITH THE OPEN MEETING LAW, M.G.L. c. 30A, § 20

Thursday, April 5, 2018

09:30 a.m.

239 Causeway Street ~ 4th Floor ~ Room 419

Boston, Massachusetts 02114

Agenda

Time	Item #	Item	Exhibits	Staff Contact
	I	Call to Order Determination of Quorum		Board Chair
	II	Approval of Agenda	Draft Agenda	Board Chair
	III	Approval of Minutes A. December 4, 2017 Minutes	Draft Minutes	Board Chair
	IV	Inquiries: A. Provisional License Extension Request 1-PGC118: Sarah Carroll 2-PGC115: Tawanna St. Lewis	Letter	Board Chair
	V	Board Meetings A. Remote Participation by Board Members	Draft Policy	MS
	VII	Flex Session A. Announcements Gretchen Schneider retiring from the Board B. Topics for next agenda		RC
	VIII	Adjournment-next Board meeting scheduled for July 5, 2018.		Board Chair

COMMONWEALTH OF MASSACHUSETTS

Board of Registration of Genetic Counselors
Board Meeting
April 5, 2018
239 Causeway Street, Boston, MA 02114
Room 419

MINUTES

Board Members Present: Gretchen Schneider, GC, Genetic Counselor 2, Board Member
Kayla Sheets, GC, Genetic Counselor 4, Board Chair
Jillian Fleming, Public Member, Board Member
Lauren Lichten, GC, Genetic Counselor 1, Board Vice Chair
Shelley McCormick, GC, Genetic Counselor 3, Board Secretary

Staff Present: Roberlyne Cherfils, Executive Director, Multi-Boards, BHPL
Philip Beattie, Deputy Executive Director, Multi-Boards, BHPL
Mary Strachan, Board Counsel, Office of the General Counsel, DPH
Lisa Seeley-Murphy, Compliance Officer
Hope Samuel, Office Support Specialist I

Guests: Maria Delveccio, GC and Jolie Matheson, GC

I. Call to Order – Determination of Quorum

A quorum of the Board was present. Ms. Cherfils, Executive Director, called the meeting to order at 9:44am.

II. Approval of the Agenda

The Meeting Agenda was reviewed. Ms. Lichten wanted to discuss who would be the next Board Member after Ms. Schneider left. Ms. Cherfils answered that board recruitment would be discussed in Flex Session, which is agenda item VI.

DISCUSSION: None

ACTION: Ms. Schneider made a motion to approve the agenda as amended; Ms. Sheets seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Document: April 5, 2018 Board Meeting Agenda

III. Approval of Minutes

Minutes of the December 4, 2017 Regularly Scheduled Board Meeting were reviewed

DISCUSSION: Ms. Cherfils asked all to edit page 3 of 3 to reflect Lauren as the vice chair, also on the first page as well.

ACTION: Ms. Sheets made a motion to approve the amended minutes. Ms. Schneider seconded the motion. The Board voted unanimously to approve the minutes.

Document: December 4, 2017 Minutes

CONFLICT OF INTEREST: None

IV. Inquiries

A. Provisional License Extension Request

1. PGC118: Sarah Carroll

DISCUSSION: Ms. Cherfils said she confirmed there was no need to review because Ms. Carroll passed the licensing exam the second time that she took it in February.

2. PGC115: Tawanna St. Lewis – Request for extension of Provisional License

DISCUSSION: Ms. Cherfils gave everyone time to review the item. Ms. Cherfils explained to Board members that two of the provisionally licensed genetic counselor's colleagues were coming from Worcester. As those persons had not yet arrived at the Board's Office, Ms. Cherfils asked members to move this item to later in the agenda. Ms. Cherfils stated we will hold off on item IV 2 and move to item 5 which is Remote Participation to be presented by Ms. Strachan.

V. Board Meetings

Per edit to agenda at the beginning of the meeting this was addressed before Item IV A 2.

A. Policy on Remote Participation by Board Members

DISCUSSION: Mrs. Strachan explained that the purpose of Open Meeting Law is to promote transparency within the government and that in the last two years the legislature amended the Open Meeting Law (OML). In the past, the OML was enforced by the Office of the Secretary of the Commonwealth; however, the legislature's amendment transferred enforcement of the law to the Attorney General's Office. There is an Open Government Unit within the Attorney General's Office that employs Assistant Attorney's General to work solely on OML. They provide guidance relating to the law. The law requires that in order for a public body, like the Board, to meet and conduct its business, the Board must establish a quorum of members physically present (in the room). Under OML a Board member may attend the meeting remotely, but only if (1) the Board has voted to adopt a remote participation policy and (2) if certain conditions are met. If there is not a quorum of the Board present, a remote participant cannot be used to reach a quorum. If you only had 2 or 3 members present and quorum requires more, no meeting can take place. The Attorney General's Office recommendation is to use this remote participation exception in emergency situations only. In order for any board to take advantage of this exception to the rule they must implement this policy. Ms. Cherfils stated board staff would just need an advance call from members stating they wished to

participate in the meeting remotely so that board staff could have time to make the proper accommodations.

ACTION: Ms. Sheets made a motion to adopt the policy as recommended. Ms. Lichten seconded the motion. All present voted in favor to adopt the policy as recommended.

VI. Flex Session:

A. Announcements

DISCUSSION: Ms. Cherfils stated this is Ms. Schneider's last meeting, and shared a citation from the commissioner's office.

B. Board Recruitment

DISCUSSION: Ms. Cherfils said there are currently two individuals being reviewed. Packets had been approved by Department of Public Health Commissioner's office and now needed approval from the governor's office. Ms. Cherfils is waiting for this feedback to decide who will be selected as the new board member.

ACTION: None

IV. Inquiries

2. PGC115: Tawanna St. Lewis – Request for extension of Provisional License

DISCUSSION: Mrs. Strachan explained that the board members have reviewed all the documents. Maria Delveccio, GC and Jolie Matheson, GC introduced themselves and stated they are here on behalf of Tawanna St. Lewis and also to reevaluate the current law and the way it relates to provisional Licenses. Mrs. Strachan stated when this board and all others in the Bureau were established they were created by a set of statutes that were passed by legislature, one of which sets up the "Fact of the Board." It lays out who the members of the board are, how many must be Genetic Counselors, if there must be any member of the public or other healthcare professionals. Every board has different requirements for the makeup of its board. The others lay out general terms for what the board's powers are. Mrs. Strachan said the statute for the Board of Genetic Counselors is not as general. Legally the statute comes first then the board makes the regulations, which must stay within the frame work of the statute. If there is a problem with the statute the board does not have the authority to change it. It is the legislature that does. Ms. Delveccio and Ms. Matheson expressed their opinions that the original statutes were made to protect the public, but are now making it increasingly difficult for people to become licensed Genetic Counselors. Ms. Strachan explained that the Department of Public Health (DPH) does employ people specifically to act as liaisons between the Department and Legislators. Ms. Strachan discussed changes to the legislation that DPH was working to establish. Ms. Strachan will follow up with Ms. Berg to see if Ms. St. Lewis can apply for a new provision license since she cannot have her existing license extended. Ms. Cherfils will follow up with Board Members to make sure they have contact


information for additional professional associations that are skilled at implementing Legislative changes.

VIII. Adjourn:

There being no other business before the Board, Ms. Cherfils asks for a motion to adjourn. Ms. Schneider made a motion to adjourn. Ms. Lichten seconded the motion. Motion passed with Board members present and voting in favor unanimously. The Meeting adjourned at 11:55 a.m.

The next meeting of the Board of Registration of Genetic Counselor will be held on Thursday, July 26, 2018, at 9:30 a.m. at 239 Causeway Street, Boston, Massachusetts.

Respectfully submitted:



Kayla Sheets
Chair

2/7/19

Date