

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, October 6, 2016
09:30 a.m.

239 Causeway Street ~ Floor ~ Room 421
Boston, Massachusetts 02114

Agenda

Time	Item #	Item	Exhibits	Staff Contact
	I	Call to Order Determination of Quorum		
	II	Approval of Agenda	Draft Agenda	
	III	Approval of Minutes A. July 7, 2016 Minutes	Draft Minutes	
	IV	Regulatory Review A. Public Hearing Update B. Vote to Submit	Draft Regulations	MS
	V	Elections A. Nominations for Officers		
	VI	Other Business/Announcements A. 2017 GC Board Meeting Schedule	Memo	RC
	VII	Flex Session A. Topics for next agenda		
	VIII	Adjournment -next Board meeting scheduled for January 5, 2017		

COMMONWEALTH OF MASSACHUSETTS

Board of Registration of Genetic Counselors

Board Meeting

July 7, 2016

239 Causeway Street, Boston, MA 02114

Room 417

MINUTES

Board Members Present: Gretchen Schneider, Genetic Counselor 2, Chair
Kayla Sheets, Genetic Counselor 4, Vice-Chair
Lauren Lichten, Genetic Counselor 1
Shelley Rose McCormick, Genetic Counselor 3

Board Members Jillian Fleming, Public Member
Not Present:

Staff Present: Philip Beattie, Acting Executive Director, Multi-Boards, DHPL Anson Chu,
Office Support Specialist, DHPL
Mary Strachan, Board Counsel, Office of the General Counsel, DPH
Vita Berg, Chief Board Counsel, Office of the General Counsel, DPH
Monica Bharel, Commissioner, DPH

Guests: None

I. Call to Order – Determination of Quorum

A quorum of the Board was present. Ms. Schneider, Board Chair, called the meeting to order at 9:34 a.m.

II. Approval of the Agenda

The Meeting Agenda was reviewed.

DISCUSSION: None

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

Document: July 7, 2016 Board Meeting Agenda

III. Approval of Minutes
Minutes of the January 28, 2016 Regularly Scheduled Board Meeting were reviewed

DISCUSSION: None

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

Document: January 28, 2016 Regularly Scheduled Board Meeting Minutes

IV. Speaker
A. Commissioner Monica Bharel, MD, MPH

DISCUSSION: Commissioner Bharel was invited to the Board and introduces herself to the Board members. Board members and board staff also introduced themselves to the Commissioner and spoke briefly regarding their background, their expectations and goals. Commissioner Bharel also shared with the Board of her vision of the Department and what she wants to achieve from this. The Commissioner then opened up for discussion and see if there's any problems or concerns that needs to be addressed.

ACTION: None

Document: None

V. Applications
A. Kristen Rauch – Unlicensed practice

DISCUSSION: Ms. Strachan briefly explained to the Board of this applicant and explained the reason why Ms. Rauch is before the Board. Ms. Strachan explained the options the Board may take against her license assuming they are satisfied with Ms. Rauch getting a license in MA. Ms. Strachan also explained the different levels of disciplinary action to the new Board members.

ACTION: Ms. Schneider made a motion to approve and issue a license to Ms. Rauch; Ms. McCormick seconded the motion. Motion passed with Board members present and voting in favor unanimously.

ACTION 2: Ms. Schneider made a motion to open a complaint and offer a Consent Agreement for Reprimand to Ms. Rauch; Ms. Lichten seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Document: Boston Globe Article

VI. Probation Monitor Report
None

VII. Regulations Review

A. Regulatory Review

DISCUSSION: Ms. Strachan reviewed with Board members the explanation proposed edits from the administrative review process to the Board's proposed amendments to the regulations. The Board reviewed the document with some minor corrections to abbreviation of organizations and overall, agreed with suggested edits.

ACTION1: Ms. Schneider made a motion to approve the edits to 270 CMR 2.00 with the changes and move forward to the public hearing; Ms. Sheets seconded the motion; Motion passed with Board members present and voting in favor unanimously.

ACTION 2: Ms. Schneider made a motion to approve the edits to 270 CMR 3.00 and move forward to the public hearing; Ms. Sheets seconded the motion; Motion passed with Board members present and voting in favor unanimously.

ACTION 3: Ms. Schneider made a motion to approve the edits to 270 CMR 4.00 and move forward to the public hearing; Ms. Sheets seconded the motion; Motion passed with Board members present and voting in favor unanimously.

ACTION 4: Ms. Schneider made a motion to approve the edits to 270 CMR 5.00 and move forward to the public hearing; Ms. Lichten seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Document: Draft Regulations

VIII. Policies

A. SSN Affidavit – No SSN Policy

DISCUSSION: Ms. Strachan reviewed her memo to Board members and explained that a qualified individual (i.e., she met all education requirements and passed the exam) applied for a MA GC license but she does not hold a SSN. Historically, if an individual did not possess a SSN, he or she was told by the Division that she or he could not apply for licensure. The Dental Board Counsel researched the issue and advised the Dental Board in writing of a process by which an individual without a SSN can be licensed. Ms. Strachan attached a copy of S. Leadholm's memo and an SSN Affidavit to her memo.

ACTION: Ms. Schneider made a motion to allow qualified license applicants to use the SSN Affidavit if he or she does not hold a SSN. Ms. Sheets seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: Memo and Affidavit

B. Division Policy - Routine responses

DISCUSSION: Ms. Strachan gave a brief overview of the draft Division policy to the Board.

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

Documents: Draft Policy

IX. Other Business/Announcements
None

X. Flex Session
None

[Break: 11:15 a.m. – 11:20 a.m.]

XI. Executive Session (Roll call vote)

At 11:21 a.m., Ms. Schneider, Board Chair, announced that the Board will meet in Executive Session as authorized pursuant to M.G.L. c.30A, § 21(a)(1) for the purpose of consider the Board will consider approving prior executive session minutes in accordance with M.G.L. ch.30A, § 22(a) for previous executive sessions of the Board.

The Board will not reconvene in open session subsequent to the executive session.

Ms. Sheets made a motion to enter the Executive Session; Ms. Lichten seconded the motion. Motion passed with Board members present and voting in favor: Ms. Schneider-yes, Ms. Sheets -yes, Ms. Lichten-yes, Ms. McCormick -yes, Opposed: None; Abstain: None; Recused: None.

The Board adjourned the Executive Session at 12:21 p.m.

XII. Adjourn

There being no other business before the Board, Ms. Schneider made a motion to adjourn the Meeting; Ms. Lichten seconded the motion. Motion passed with Board members present and voting in favor unanimously. The Meeting adjourned at 12:21 p.m.

The next meeting of the Board of Registration of Genetic Counselor will be held on Thursday, October 6, 2016, at 9:30 a.m. at 239 Causeway Street, Boston, Massachusetts.

Respectfully submitted:

Board Meeting Agenda October 6, 2016
Board of Registration of Genetic Counselors

Gretchen Schneider
Chair

Date