

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, January 5, 2017  
09:30 a.m.

239 Causeway Street ~ 4<sup>th</sup> Floor ~ Room 421  
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. October 6, 2016 Minutes	Draft Minutes	Board Chair
	IV	Regulations: A. Regulatory Review Update		VB
	V	Policies: A. Collection of Social Security Numbers and Department of Revenue Suspensions		VB
	VI	Legal Presentation: A. Conflict of Interest B. Board Member Indemnification		VB
	VII	Board Elections: A. Chair B. Vice Chair C. Secretary		Board Chair
	VIII	Flex Session A. Announcements B. Topics for next agenda		RC
	VIII	Adjournment-next Board meeting scheduled for April 6, 2017		Board Chair

COMMONWEALTH OF MASSACHUSETTS

Board of Registration of Genetic Counselors  
Board Meeting  
October 6, 2016  
239 Causeway Street, Boston, MA 02114  
Room 417

MINUTES

Board Members Present: Gretchen Schneider, Genetic Counselor 2, Chair  
Lauren Lichten, Genetic Counselor 1  
Shelley Rose McCormick, Genetic Counselor 3

Board Members Not Present: Kayla Sheets, Genetic Counselor 4, Vice-Chair  
Jillian Fleming, Public Member

Staff Present: Roberlyne Cherfils, Executive Director, Multi-Boards, DHPL  
Philip Beattie, Deputy Executive Director, Multi-Boards, DHPL  
Mary Strachan, Board Counsel, Office of the General Counsel, DPH  
Anson Chu, Office Support Specialist, Multi-Boards, DHPL

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 10:14 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. Lichten seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Document: October 6, 2016 Board Meeting Agenda

III. Approval of Minutes

Minutes of the July 7, 2016 Regularly Scheduled Board Meeting were reviewed

DISCUSSION: None

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

Document: July 7, 2016 Regularly Scheduled Board Meeting Minutes

IV. Regulations Review

A. Public Hearing Update

DISCUSSION: Ms. Strachan informed the Board about the public hearing that was conducted and there was no comments regarding the proposed regulations.

ACTION: None

Document: Draft Regulations

B. Vote to Submit

DISCUSSION: Ms. Strachan requests the Board to vote on submitting the proposed draft regulation to the state.

ACTION: Ms. Schneider made a motion to approve the proposed draft regulation to the state; Ms. Lichten seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Document: Draft Regulations

V. Elections

A. Nominations for Officers

DISCUSSION: Ms. Cherfils informed the Board about nominations for officers for the Chair, Vice-Chair and Secretary seat. Ms. Schneider mentioned that as two of the Board members are absent, it is best to wait for everyone before they can start the nomination process.

ACTION: Ms. Schneider made a motion to deferred action on the nominations for officers till the next scheduled Board meeting; Ms. Lichten seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: None

VI. Other Business/Announcements

A. 2017 GC Board Meeting Schedule

DISCUSSION: Ms. Cherfils informed the Board and distributed to them is the 2017 GC Board Meeting schedule. Ms. Schneider said she has to look at her schedule to ensure there are no conflicting meetings but want all Board members present before approving the 2017 dates.

ACTION: Ms. Schneider made a motion to deferred action on the approval of 2017 dates until the next scheduled Board meeting; Ms. Lichten seconded the motion; Motion passed with Board members present and voting in favor unanimously.

Documents: Memo

VII. Flex Session

A. Topics for next agenda

The Board wants to see the following topic on the next scheduled Board meeting:

- Information from ABGC regarding their examination and how to tell how many times an applicant fails the exam
- Bring the four PGC licensee to the Board if they did not request to extend their PGC license
- All items that were deferred on this meeting
- Executive Minutes

VIII. 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 10:25 a.m.

The next meeting of the Board of Registration of Genetic Counselor will be held on Thursday, January 5, 2017, at 9:30 a.m. at 239 Causeway Street, Boston, Massachusetts.

Respectfully submitted:

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Gretchen Schneider  
Chair

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Date