

**COMMONWEALTH OF MASSACHUSETTS
BOARD OF REGISTRATION IN NURSING**
250 Washington Street, Room 3C
Boston, MA 02108

And Via Zoom

Wednesday, November 8, 2023 9:00 am | 2 Hours | (UTC-04:00) Eastern Time (US & Canada)

Event address for attendees:

<https://us06web.zoom.us/j/84139425919>

Join by Phone:

+1-602-333-0032 US Toll

+1-888-270-9936 US Toll Free

Access code: 247716

Minutes of the Regularly Scheduled Board Meeting
Wednesday, November 8, 2023

Board Members Present In Room 3C

None

Board Members Present Via Audio Or Video

L. Kelly, DNP, RN, CNP, Chairperson
A. Alley, MSN, RN, Vice Chairperson
K.A. Barnes, JD, RPh
K. Crowley, DNP, RN
M. Harty, LPN
A. Joseph, MD
M. McAuliffe, DNP, RN
J. Monagle, PhD, RN
D. Nikitas, BSN, RN
R. Reynolds, PhD, MSN, RN
L. Wu, MBA, RN

Staff Present In Room 3C

P. Scott, Licensing Coordinator
L. Bermudez, Program Coordinator I
S. Gaun, Office Support Specialist I

Staff Present Via Audio Or Video

H. Cambra, JD, RN, Acting Executive Director
L. Hillson, PhD, MSN, RN, Assistant Director for
Policy and Research
H. Engman, JD, Chief Board Counsel
L. Worley, JD, Board Counsel
M. Bresnahan, JD, Board Counsel
S. Waite, DNP, RN, Nursing Education Coordinator

Board Members Not Present

L. Keough, PhD, RN, CNP
V. Percy, MSN, RN
A. Sprague, BS, RN

Staff Not Present

M. Jardonnet, JD, Board Counsel
K. Jones, Probation Compliance Officer
G. Velez Rivera, MBA, SARP Monitoring
Coordinator

H. Caines Robson, MSN, RN, Nursing Education
Coordinator
P. McNamee, MS, RN, Nursing Practice Coordinator
C. DeSpirito, JD, BSN, RN, Complaint Resolution
Coordinator
A. Hallowell, BSN, RN, Complaint Resolution
Coordinator
L. Almeida, RN, Nursing Investigations Supervisor
M. Waksmonski, MSN, RN, SARP Coordinator
E. Conlon, SARP Monitoring Coordinator
L. Ferguson, Paralegal

TOPIC:

Call to Order & Determination of Quorum

DISCUSSION:

L. Kelly confirmed by roll call that a quorum of the Board members was present and announced that the meeting was being recorded.

ACTION:

At 9:06 a.m., L. Kelly, DNP, RN, CNP, Chairperson, called the November 8, 2023 Regularly Scheduled Board Meeting to order.

TOPIC:

Approval of Agenda

DISCUSSION:

L. Bermudez noted that there are two (2) Good Moral Character policies in the Strategic Development and Evaluation Agenda Section X. L. Bermudez noted Agenda Item X. A. 2. Proposed Good Moral Character Policy 17-01 Board Delegation for Good Moral Character and X. A. 2. Proposed Good Moral Character Policy 00-01 Determination of Good Moral Character Compliance.

ACTION:

Motion by L. Kelly, seconded by A. Alley, and voted by roll call with A. Alley, K.A. Barnes, K. Crowley, M. Harty, A. Joseph, L. Kelly, M. McAuliffe, J. Monagle, D. Nikitas, R. Reynolds, and L. Wu unanimously in favor to approve the Agenda as revised.
Motion carries.

TOPIC:

Approval of Board Minutes for the October 11, 2023 Meeting of the Regularly Scheduled Board Meeting

DISCUSSION:

None.

ACTION:

Motion by L. Kelly, seconded by A. Alley, and voted by roll call with A. Alley, K.A. Barnes, K. Crowley, M. Harty, A. Joseph, L. Kelly, M. McAuliffe, J. Monagle, and R. Reynolds in favor to accept the Minutes of the October 11, 2023 Regularly Scheduled Board Meeting as presented.

D. Nikitas and L. Wu abstained.
Motion carries.

TOPIC: Reports, Announcements and Administrative Matters
Announcements

DISCUSSION:

H. Cambra announced to the Board Members that L. Hillson sent out a Doodle Poll for Board Members to complete regarding availability for an additional Board Meeting during the month. H. Cambra stressed the importance of Board Members signing up for Complaint Committee Meetings to ensure there is quorum.

K. Crowley asked if there is a different Doodle Poll being sent other than the one (1) sent on October 21, 2023. L. Hillson stated that there will be no additional poll sent out as the October 21, 2023 was for November. L. Kelly asked Board Members if they received the poll, and many affirmed they did.

C. DeSpirito stated she will be sending out Complaint Committee sign-ups for 2024 to Board Members within the next week.

ACTION:
So noted.

TOPIC: SARP
Activity Report

DISCUSSION:

M. Waksmonski was available for questions.

ACTION:
So noted.

TOPIC: Probation
Staff Action Report – None

DISCUSSION:
None.

ACTION:
None.

TOPIC: Probation
Request for Termination of Probation/Stayed Probation – None

DISCUSSION:
None.

ACTION:
None.

TOPIC: Probation

Request for Notice of Violation and Further Discipline – None

DISCUSSION:

None.

ACTION:

None.

TOPIC: Practice Coordinator Staff Report

DISCUSSION:

P. McNamee was available for questions.

ACTION:

So noted.

TOPIC: Education

Nursing Education Staff Report – None

DISCUSSION:

None.

ACTION:

None.

TOPIC: Education

244 CMR 6.03(2) Nursing Education Programs Eligible for Approval - Out of State Programs
Excelsior University AAS program – Represented by Attorney C. Vaughan via Zoom Audio

DISCUSSION:

S. Waite summarized her previously distributed memorandum and attached exhibits to the Board.

K. Crowley asked for clarification on the recommendation regarding reciprocity eligibility for Licensees and on eligibility requirements for initial licensure by examination.

L. Kelly asked S. Waite how long the Board has been discussing Excelsior University, and S. Waite stated since March of 2023 in which the regulations changed for program accreditation, and the program's curriculum did not meet those requirements.

K. Crowley asked if the school is supposed to require approval before accepting students from Massachusetts, and S. Waite stated that since the program is online, Massachusetts residents would travel to New York to complete their clinicals.

K. Crowley asked that educational background is reviewed alongside the passing of the NCLEX when Licensees are applying for reciprocity in Massachusetts, and S. Waite confirmed.

L. Kelly voiced concern at the lack of in-person clinical hours offered by Excelsior University. L. Kelly added that this can put patients at risk and K. Crowley added that a large population of patients is not addressed. J. Monagle also voiced concern on the lack of opportunity for evaluation as well.

J. Monagle stated that although the program is lacking, the students should still be allowed to take the NCLEX. L. Kelly added that student and patient safety is of utmost importance.

L. Kelly voiced concern on the cut-off date of acceptance of June 1, 2025 for Excelsior students via reciprocity and initial licensure by examination may be too long of a timeframe. K. Crowley agreed due to the standard review process that is done at the time of application for licensure.

L. Kelly voice concern that Massachusetts residents who are enrolled in the program did so under the impression that it was an accepted nursing program, and that extra time is to allow these students to complete their program. K. Crowley asked when the program accepts students, and S. Waite stated that admissions are three (3) times a year and the program runs on four (4) semesters. L. Kelly asked S. Waite if it was possible for Excelsior to provide a list of enrolled students from Massachusetts, ask Excelsior to remove Massachusetts from their website, and cap admissions so students are aware that Massachusetts does not recognize Excelsior as an accepted nursing education program. K. Crowley added that only current enrolled students should be allowed to apply for licensure, and L. Kelly stated that the Board does not have jurisdiction to prevent students from enrolling in the program, but those students would not be approved for licensure. K.A. Barnes asked if Excelsior should announce that the program is no longer approved by Massachusetts. S. Waite stated that it will be added to the mass.gov website as an unapproved program. J. Monagle asked for clarification on denying reciprocity applications, and K.A. Barnes clarified that it will be decided by graduation date.

ACTION:

Motion by K. Crowley, seconded by R. Reynolds, and voted by roll call with A. Alley, K.A. Barnes, K. Crowley, M. Harty, A. Joseph, L. Kelly, M. McAuliffe, J. Monagle, D. Nikitas, R. Reynolds, and L. Wu unanimously in favor to:

1. Find that Excelsior College AAS program does not maintain standards substantially the same as those required for approval of a nursing education program in Massachusetts.
2. Applicants applying for licensure through reciprocity before June 1, 2025 will be eligible to be licensed in Massachusetts if they meet all other eligibility requirements.
3. Students currently enrolled and complete the program before June 1, 2025 that are currently enrolled will be eligible for Licensure in Massachusetts if they meet all other licensure requirements.
4. Require Excelsior College to remove from their website that Massachusetts has approved applicants.
5. Place Excelsior College on our website as an unapproved nursing education program.

Motion carries.

Break from 10:00 a.m. to 10:12 a.m. due to Technical Issues

TOPIC:

Determination of Quorum

DISCUSSION:

L. Kelly confirmed by roll call that a quorum of the Board members was present.

ACTION:

So noted.

TOPIC: Education

244 CMR 6.05 (3) (b) Annual Reports

Blue Hills Regional Technical Practical Nurse – Represented by Program Coordinator D. Theodore via Zoom Audio

DISCUSSION:

H. Caines Robson summarized her previously distributed memorandum and attached exhibits to the Board.

D. Theodore stated the lower admissions in 2020 was a result of the COVID-19 pandemic and the school traditionally admits 56 students. D. Theodore further clarifies that the completion rate was slightly different than reported, at 67% and not 65%. Of the seven (7) students who withdrew, two (2) returned to the program.

ACTION:

Motion by R. Reynolds, seconded by K. Crowley, and voted by roll call with A. Alley, K.A. Barnes, K. Crowley, M. Harty, A. Joseph, L. Kelly, M. McAuliffe, J. Monagle, D. Nikitas, R. Reynolds and L. Wu unanimously in favor to:

1. Accept the Program's 244 CMR 6.07(3) Program Change report for increase in admissions and that the program has provided evidence that there are sufficient resources to support the increase and a Program Change report for decrease in completion rate and that the program has provided a sufficient plan to address.
2. Determine Compliance with 244 CMR6.05(3)(c).
3. Continue Full Approval Status at this time.

Motion carries.

TOPIC: Education

244 CMR 6.05 (3) (b) Annual Reports

Bunker Hill Community College ADN – Represented by Interim Director of Nursing J. Verstreken, joined by the Program Chair C. Winger and Clinical Coordinator S. Blackwood via Zoom Audio and Video

DISCUSSION:

H. Caines Robson summarized her previously distributed memorandum and attached exhibits to the Board.

J. Verstreken stated that there are 154 hours of clinical in the course NUR220, and only 47% percent of the specialty clinical experiences are replaced by simulations, which totals just 7% of the overall clinical experience. J. Verstreken added that both placements for NUR220 are in acute care facilities.

ACTION:

Motion by L. Kelly, seconded by R. Reynolds, and voted by roll call with A. Alley, K.A. Barnes, K. Crowley, M. Harty, A. Joseph, L. Kelly, M. McAuliffe, J. Monagle, D. Nikitas, R. Reynolds and

L. Wu unanimously in favor to:

1. Determine compliance to 244 CMR 6.05 (3) (b) and 6.04 (4) (b) (4).
2. Continue Full Approval status at this time.

Motion carries.

TOPIC: Education

244 CMR 6.05 (3) (b) Annual Reports

Cape Cod Community College ADN – Represented by Director of Nursing Education A. Kilcoyne via Zoom Audio and Video

DISCUSSION:

H. Caines Robson summarized her previously distributed memorandum and attached exhibits to the Board.

ACTION:

Motion by K. Crowley, seconded by R. Reynolds, and voted by roll call with A. Alley, K.A. Barnes, K. Crowley, M. Harty, A. Joseph, L. Kelly, M. McAuliffe, J. Monagle, D. Nikitas, R. Reynolds, and L. Wu unanimously in favor to:

1. Accept the Program's 244 CMR 6.07(3) Program Change report for increase in admissions and that the program has provided evidence that there are sufficient resources to support the increase.
2. Determine Compliance with 244 CMR6.05(3)(c).
3. Continue Full Approval Status at this time.

Motion carries.

TOPIC: Education

244 CMR 6.07 Board Approval of Specific Nursing Education Program Change

MGHIHP ABSN – Represented by Associate Dean and BORN Program Administrator R. Hill via Zoom Audio and Video

DISCUSSION:

S. Waite summarized her previously distributed memorandum and attached exhibits to the Board.

ACTION:

Motion by L. Kelly, seconded by R. Reynolds, and voted by roll call with A. Alley, K.A. Barnes, K. Crowley, M. Harty, A. Joseph, L. Kelly, M. McAuliffe, D. Nikitas, R. Reynolds, and L. Wu unanimously in favor to:

1. Accept the Program's 244 CMR 6.07(3) Program Change report for Curriculum Change for the ABSN option.
2. Continue Full Approval Status at this time.

J. Monagle recused.

Motion carries.

TOPIC: Education

244 CMR 6.07 Board Approval of Specific Nursing Education Program Change

MGHIHP DE – Represented by Associate Dean and BORN Program Administrator R. Hill via Zoom Audio and Video

DISCUSSION:

S. Waite summarized her previously distributed memorandum and attached exhibits to the Board.

ACTION:

Motion by L. Kelly, seconded by K. Crowley, and voted by roll call with A. Alley, K.A. Barnes, K. Crowley, M. Harty, A. Joseph, L. Kelly, M. McAuliffe, D. Nikitas, R. Reynolds, and L. Wu unanimously in favor to:

1. Accept the Program's 244 CMR 6.07(3) Program Change report for Curriculum Change for the Direct Entry Master's program.
2. Continue Full Approval Status at this time.

J. Monagle recused.

Motion carries.

TOPIC: Education

244 CMR 6.08 Noncompliance with the Standards for Nursing Education Program Approval
Simmons University ABSN – Represented by School of Nursing Chair and Pre-Licensure Program Administrator C. Kapaale, joined by Dean H. Shlosser via Zoom Audio and Video

DISCUSSION:

H. Caines Robson summarized her previously distributed memorandum and attached exhibits to the Board.

K. Crowley asked if the process was followed, how the preceptor was missed during assignment, how long the rotation was underway upon discovery, and how long the student was with the preceptor after discovery. C. Kapaale stated the process guidelines didn't specifically state the one (1) year requirement and they have rectified the issue in their system to flag if they have less than one (1) year. C. Kapaale further clarifies that the discovery happened past the point of midterms, about three (3) weeks, and the Preceptor was working under a qualified faculty member who was not on campus at that time.

ACTION:

Motion by L. Kelly, seconded by K. Crowley, and voted by roll call with A. Alley, K.A. Barnes, K. Crowley, M. Harty, A. Joseph, L. Kelly, M. McAuliffe, J. Monagle, D. Nikitas, R. Reynolds, and L. Wu unanimously in favor to:

1. Accept the Program's response to Complaint No. TRG 22257.
2. Determine compliance with 244 CMR 6.08(1)(f).

Motion carries.

TOPIC: Education

2023 NCLEX Performance Statistical Reports

Explanation of NCLEX DATA Reports

2023 Q2 NCLEX Summary of MA Graduates Regardless of State of Licensure

2023 Q2 MA Licensure Candidates Regardless of State of Education

2023 Q3 NCLEX Summary of MA Graduates Regardless of State of Licensure

2023 Q3 NCLEX Summary of MA Graduates Regardless of State of Licensure

DISCUSSION:

H. Caines Robson was available for questions.

L. Kelly stated that the NCLEX pass rates were within the NCSBN estimates, and H. Caines Robson confirmed and added that the Next-Gen NCLEX questions went live in Quarter 2.

ACTION:

So noted.

TOPIC: Requests for License Reinstatement – None

DISCUSSION:

None.

ACTION:

None.

TOPIC: Strategic Development, Planning and Evaluation

Presentation / Report

Proposed Advisory Ruling 23-03 RNs Performing LARC Procedures

DISCUSSION:

P. McNamee was available for questions.

L. Kelly voiced support of the Advisory Ruling, as it is important that contraceptives are available and accessible to women in a timely fashion.

ACTION:

Motion by L. Kelly, seconded by K. Crowley, and voted by roll call with A. Alley, K.A. Barnes, K. Crowley, M. Harty, A. Joseph, L. Kelly, M. McAuliffe, J. Monagle, D. Nikitas, R. Reynolds, and L. Wu unanimously in favor to accept the Proposed Advisory Ruling as distributed.

Motion carries.

TOPIC: Strategic Development, Planning and Evaluation

Presentation / Report

Proposed Good Moral Character Policy 17-01 Board Delegation for Good Moral Character

DISCUSSION:

H. Cambra summarized her previously distributed memorandum and attached exhibits to the Board.

ACTION:

Motion by K. Crowley, seconded by L. Kelly, and voted by roll call with A. Alley, K.A. Barnes, K. Crowley, M. Harty, A. Joseph, L. Kelly, M. McAuliffe, J. Monagle, D. Nikitas, R. Reynolds, and L. Wu unanimously in favor to accept the Proposed Good Moral Character Policy 17-01 Board Delegation for Good Moral Character.

Motion carries.

TOPIC: Strategic Development, Planning and Evaluation

Presentation / Report

Proposed Good Moral Character Policy 00-01 Determination of Good Moral Character Compliance

DISCUSSION:

H. Cambra summarized her previously distributed memorandum and attached exhibits to the Board.

ACTION:

Motion by L. Kelly, seconded by K. Crowley, and voted by roll call with A. Alley, K.A. Barnes, K. Crowley, M. Harty, A. Joseph, L. Kelly, M. McAuliffe, J. Monagle, D. Nikitas, R. Reynolds, and L. Wu unanimously in favor to accept the Proposed Good Moral Character Policy 00-01 Determination of Good Moral Character Compliance changes.

Motion carries.

TOPIC: Strategic Development, Planning and Evaluation

Topics for Next Agenda

DISCUSSION:

None.

ACTION:

So noted.

TOPIC:

G.L. c. 112, s. 65C Session

DISCUSSION:

None.

ACTION:

Motion by L. Kelly, seconded by A. Alley, and voted by roll call with A. Alley, K.A. Barnes, K. Crowley, M. Harty, A. Joseph, L. Kelly, M. McAuliffe, J. Monagle, D. Nikitas, R. Reynolds, and L. Wu unanimously in favor to convene the G.L. c. 112, s. 65C Session at 11:31 a.m.

G.L. c. 112, s. 65C Session 11:31 a.m. to 12:48 p.m.

TOPIC:

Adjudicatory Session

DISCUSSION:

None.

ACTION:

Motion by L. Kelly, seconded by A. Alley, and voted by roll call with A. Alley, K.A. Barnes, K. Crowley, M. Harty, A. Joseph, L. Kelly, M. McAuliffe, J. Monagle, D. Nikitas, R. Reynolds, and L. Wu unanimously in favor to convene the Adjudicatory Session at 12:51 p.m. to deliberate on proposed final decisions and orders, and rulings on pending adjudicatory matters.

Adjudicatory Session 12:51 p.m. to 12:57 p.m.

TOPIC:

G.L. c.30A, §21 Executive Session

DISCUSSION:

None.

ACTION:

Motion by L. Kelly, seconded by A. Alley, and voted by roll call with A. Alley, K.A. Barnes, K. Crowley, M. Harty, A. Joseph, L. Kelly, M. McAuliffe, D. Nikitas, R. Reynolds, and L. Wu unanimously in favor to convene the Executive Session at 1:21 p.m. as per Purpose One of G.L. c.30A, §21 (a)(1).

G.L. c. 30A, § 21 Executive Session 1:21 p.m. to 5:29 p.m.

TOPIC:

Adjournment

DISCUSSION:

None.

ACTION:

Motion by L. Kelly, seconded by A. Alley, and voted by roll call with A. Alley, K.A. Barnes, M. Harty, A. Joseph, L. Kelly, M. McAuliffe, J. Monagle, D. Nikitas, and L. Wu unanimously in favor to adjourn the meeting at 5:30 p.m.

Minutes of the Board's November 8, 2023, Regularly Scheduled Meeting were approved by the Board on December 13, 2023.



Linda Kelly, DNP, RN, CNP

Chairperson

Board of Registration in Nursing

Agenda with exhibits list attached.

**Commonwealth of Massachusetts
Board of Registration in Nursing**

Notice of the Regularly Scheduled Meeting

Regular Session

250 Washington Street
Conference Room 3C
Boston, Massachusetts 02108

And Via Zoom

Wednesday, November 8, 2023 9:00 am | 2 Hours | (UTC-04:00) Eastern Time (US & Canada)

Event address for attendees:

<https://us06web.zoom.us/j/84139425919>

Join by Phone:

+1-602-333-0032 US Toll

+1-888-270-9936 US Toll Free

Access code: 247716

Wednesday, November 8, 2023

KEY: The Items **highlighted in yellow** were deferred from 10/11/23 Board Meeting.

PRELIMINARY AGENDA AS OF 10/27/23 5:00pm

Estimated Time	Item #	Item	Exhibit	Presented by
9:00 a.m.	I.	CALL TO ORDER & DETERMINATION OF QUORUM	None	
	II.	APPROVAL OF AGENDA	Agenda	
	III.	APPROVAL OF MINUTES A. Draft Minutes for the October 11, 2023 Meeting of the Board of Registration in Nursing, Regular Session Via Zoom	Minutes	
	IV.	REPORTS, ANNOUNCEMENTS AND ADMINISTRATIVE MATTERS A. Announcements	Oral / Memo	HC
	V.	SARP A. SARP Activity Report	Report	MW

	VI. PROBATION A. Probation Staff Action Report - None B. Termination of Probation/Stayed Probation - None C. Request for Notice of Violation and Further Discipline - None		
	VII. PRACTICE A. Practice Coordinator Staff Report	Report	PM

	VIII. EDUCATION A. Nursing Education Staff Report - None B. 244 CMR 6.03(2) Nursing Education Programs Eligible for Approval - Out of State Programs 1. Excelsior University AAS program C. 244 CMR 6.05 (3) (b) Annual Reports 1. Blue Hills Regional Technical Practical Nurse 2. Bunker Hill Community College ADN 3. Cape Cod Community College ADN D. 244 CMR 6.07 Board Approval of Specific Nursing Education Program Change 1. MGHIHP ABSN 2. MGHIHP DE E. 244 CMR 6.08 Noncompliance with the Standards for Nursing Education Program Approval 1. Simmons University ABSN F. 2023 NCLEX Performance Statistical Reports 1. Explanation of NCLEX DATA Reports a. 2023 Q2 NCLEX Summary of MA Graduates Regardless of State of Licensure b. 2023 Q2 MA Licensure Candidates Regardless of State of Education c. 2023 Q3 NCLEX Summary of MA Graduates Regardless of State of Licensure d. 2023 Q3 NCLEX Summary of MA Graduates Regardless of State of Licensure	Memo Memo Memo Memo Memo Memo Memo Report Report Report Report Report	SW HCR HCR HCR SW SW HCR HCR HCR HCR HCR HCR
	IX. REQUESTS FOR LICENSE REINSTATEMENT - None		
	X. STRATEGIC DEVELOPMENT, PLANNING AND EVALUATION A. Presentation / Report 1. Proposed Advisory Ruling 23-03 RNs Performing LARC Procedures 2. Proposed Good Moral Character Policy B. Topics For Next Agenda	Proposed Advisory Ruling and Memo Memo	PM TBD

		LUNCH BREAK	
	XI.	M.G.L. c. 112, § 65C SESSION	CLOSED SESSION
	XII.	M.G.L. c. 30A, § 18 ADJUDICATORY SESSION	CLOSED SESSION
	XIII.	EXECUTIVE SESSION The Board will meet in Executive Session as authorized pursuant to M.G.L. c.30A, § 21(a)(1) for the purpose 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, a public officer, employee, staff member or individual. <ol style="list-style-type: none"> Specifically, the Board will discuss and evaluate the Good Moral Character and Massachusetts Department of Children and Families Cases as required for registration for pending applicants. Specifically, the Board will discuss and evaluate the reputation, character, physical condition or mental health, rather than professional competence, of licensees relevant to their petitions for license status change. Specifically, the Board will discuss and evaluate the reputation, character, physical condition or mental health, rather than professional competence, of licensees relevant to their compliance with the term of monitored licensed practice or participation in the Board's Substance Addiction Recovery Program. Approval of prior executive session minutes in accordance with M.G.L. c. 30A, § 22(f) for sessions held during the October 11, 2023 meeting. 	CLOSED SESSION
5:00 p.m.	XIV.	ADJOURNMENT	

If you need reasonable accommodations in order to participate in the meeting, contact the DPH ADA Coordinator Erin Bartlett at erin.bartlett2@mass.gov in advance of the meeting. While the Board will do its best to accommodate you, certain accommodations may require distinctive requests or the hiring of outside contractors and may not be available if requested immediately before the meeting.