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Board of Allied Mental Health and Human Services Professions
Public Meeting Minutes
June 20, 2025

Board Members Present:

William Ahearn, Acting Chair (left the meeting at 12:55 p.m.)
Kathleen Tucker, Public Member
Amy Vercillo, Member
Kathryn Stevens, Member
Alayna McGarty, Member (arrived at 10:50 a.m.)
Cynthia Belhumeur, Public Member (left the meeting at 10:53 a.m., returned at 11:08 a.m., left the meeting at 12:28 p.m.)
Ashley Williams, Member
Frank Gomez, Member (arrived at 10:08 a.m.)
Susan Egan, Member (left the meeting at 11:08 a.m., returned at 11:18 a.m.)

Staff Members Present:

Brian Bialas, Executive Director
Tracy Ottina, Board Counsel
Doris Lugo, Investigator
Anastasia Bouikidis, Investigative Intern

All board members and staff appeared by videoconference.

Call to Order: The meeting was called to order at 10:05 a.m.

Roll Call for Attendance

Mr. Bialas called the roll of board members. William Ahearn, Kathleen Tucker, Amy Vercillo, Kathryn Stevens, Cynthia Belhumeur, Ashley Williams, and Susan Egan all present by videoconference.

Board Business

- **New Board Member Josephine Kim:** Mr. Bialas announced that Ms. Kim is a new LMHC Board member.
- **Public Meeting Minutes of May 16, 2025:** After a brief discussion, a motion was made by Dr. Williams, seconded by Ms. Stevens, to approve the Public Meeting Minutes of May 16, 2025 as drafted. The motion passed unanimously by a roll call vote.
- **Executive Session Minutes of May 16, 2025:** After a brief discussion, a motion was made by Dr. Williams, seconded by Ms. Stevens, to approve the Executive Session Minutes of May 16, 2025 as drafted. The motion passed unanimously by a roll call vote.

Mr. Gomez arrived at 10:08 a.m.

- **Ratification of Decisions by Board Staff to Approve Applications:** The Board considered whether to approve the decisions made by staff on applications processed since the last meeting. A motion was made by Ms. Tucker, seconded by Mr. Gomez, to approve the decisions made by staff on applications processed since the last Board meeting. The motion passed unanimously by a roll call vote.
- **Application Processing Under Application Review Policy:** Mr. Bialas presented application review data and stated that reviews have been going well.

LMHC Application Reviews

- **Hillary Horgan:** The Board reviewed Ms. Horgan's application, including documentation of her pre-master's degree experience. After a brief discussion, the Board directed Mr. Bialas to ask Ms. Horgan for more information about her pre-master's degree experience, including whether her supervisors qualify as approved supervisors under the Board's regulations.
- **Maria Elena Gonzalez:** The Board reviewed Ms. Gonzalez's application, including documentation of her pre-master's degree experience. After a brief discussion, the Board directed Mr. Bialas to ask Ms. Gonzalez to obtain a signed pre-master's degree experience and education form from her school or provide a reason from the school why it will not sign.

The Board delegated review of the documentation of Ms. Gonzalez's education to the LMHC Board members.

- **Katherine Andrews Guzman:** The Board reviewed documentation of Ms. Guzman's education. After a brief discussion, the Board directed Mr. Bialas to inform Ms. Guzman that she must complete a three semester-credit course in appraisal.

- **Carolina Polanco Rosario:** The Board reviewed the coursework Ms. Rosario completed in psychopathology, clinical skills, group work, and human growth and development. After a brief discussion, a motion was made by Ms. Stevens, seconded by Ms. Tucker, to accept the coursework Ms. Rosario completed for LMHC licensure. The motion passed unanimously by a roll call vote.

LMFT Application Reviews

- **Shannon Pickett:** The Board reviewed Ms. Pickett's application, including documentation of her education and pre-master's degree experience. After a brief discussion, the Board directed Mr. Bialas to inform Ms. Pickett that (1) only three courses that she completed qualify for the specific required coursework areas for the LMFT license, (2) she did not complete enough client contact or individual supervision hours during her pre-master's degree experience, and (3) she may withdraw her application or ask the Board to proceed with denying her application so she may have a hearing before the Board.
- **Sydney Tanigawa:** The Board reviewed Ms. Tanigawa's application, including documentation of her education and pre-master's degree experience. After a brief discussion, the Board directed Mr. Bialas to inform Ms. Tanigawa that (1) she did not complete enough individual supervision hours and observation hours during her pre-master's degree experience, (2) she completed courses that were three quarter credits (not semester credits as required by the regulations), (3) she did not complete enough client contact hours, and (4) she may withdraw her application or ask the Board to proceed with denying her application so she may have a hearing before the Board.

Discussion

- **Policy on Procedure for Reinstatement of License after Expiration and for Renewal of Lapsed/Expired Licenses:** The Board reviewed revisions to the policy to allow reinstatement applicants who have been licensed in other states for the entire period their Massachusetts licenses have been expired to attest that they had to complete continuing education in the state where they were licensed instead of providing continuing education certificates. After a brief discussion, a motion was made by Mr. Gomez, seconded by Mr. Tucker, to approve the revised policy. The motion passed unanimously by a roll call vote.

NCMHCE ESL Accommodation Request

- **Chie Mitsui:** The Board reviewed Ms. Mitsui's request. After a brief discussion, a motion was made by Ms. Belhumeur, seconded by Dr. Williams, to allow Ms. Mitsui 50% extra time and the use of a word-for-word translation dictionary. The motion passed unanimously by a roll call vote.

Monitoring

- **Xiaoyuan Yuan, Conditional Licensure Agreement, 1st Quarterly Monitoring Report:** The Board reviewed Ms. Yuan's report. After a brief discussion, the Board directed Mr. Bialas to inform Ms. Yuan's supervisor that she should amend the report to comment specifically on how Ms. Yuan is navigating agency infrastructure, rules, and billing practices.

Comments from Professional Associations

Miranda Croteau from NEAFAST asked about LMFT application issues and the vacant LMFT Board member position.

Ms. McGarty arrived at 10:50 a.m.

Jami Osborne from MaMHCA discussed a MaMHCA program to train supervisors for licensees on discipline and asked about the status of the regulation revisions.

Executive Session (closed under G.L. c. 30A, § 21(a)(7) to comply with G.L. c. 4, § 7, ¶ 26(c) and G.L. c. 214, § 1B; specifically, the Board will discuss and evaluate examination accommodation requests that involve medical records and information of patients)

At 10:53 a.m., a motion was made by Ms. Belhumeur, seconded by Ms. McGarty, to exit the public meeting and (1) enter into a closed executive session under G.L. c. 30A, § 21(a)(7) to comply with G.L. c. 4, § 7, ¶ 26(c) and G.L. c. 214, § 1B; specifically, the Board will discuss and evaluate examination accommodation requests that involve medical records and information of patients; then (2) enter into investigative conference under G.L. c. 112, § 65C to conduct case interviews and review new cases; and then, after the conclusion of the investigative conference, (3) not return to the public meeting and adjourn. The motion passed unanimously by a roll call vote.

The Board entered executive session at 10:53 a.m.

Board maintains separate minutes of executive session.

Ms. Belhumeur left the meeting at 10:53 a.m. and returned at 11:08 a.m.

Dr. Egan left the meeting at 11:08 a.m.

Investigative Conference (closed session under G.L. c. 112, § 65C)

The Board entered investigative conference at 11:15 a.m.

Dr. Egan returned to the meeting at 11:18 a.m.

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

Cases

AMH-2023-0037 (SH):

AMH-2024-0010 (SS):

Dismiss

Invite respondent to a meeting for an interview

Case Interviews

AMH-2023-0034 (TB):

Interviewed respondent; refer to the Office of Prosecutions

Ms. Belhumeur left the meeting at 12:28 p.m.

AMH-2024-0009 (NE):

Interviewed respondent; refer to the Office of Prosecutions

Case

Dr. Ahearn recused himself from the following matter and left the meeting at 12:55 p.m.

INV10393 (AW):

Dismiss

Adjournment

At 12:57 p.m., a motion was made by Ms. McGarty, seconded by Ms. Stevens, to adjourn the meeting. The motion passed unanimously by a roll call vote.

The meeting adjourned at 12:57 p.m.

Approval

The above minutes were approved at the public meeting held on July 18, 2025.



Brian Bialas, Executive Director

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

- Agenda for Meeting of June 20, 2025
- Public Meeting Minutes of May 16, 2025
- Executive Session Minutes of May 16, 2025
- Applications Reviewed Under Application Review Policy: January 1, 2025 through June 19, 2025 and May 1, 2025 through May 31, 2025
- Documents from LMHC Application of Hillary Horgan
- Documents from LMHC Application of Maria Elena Gonzalez
- Documents from LMHC Application of Katherine Andrews Guzman
- Documents from LMHC Application of Carolina Polanco Rosario
- Documents from LMFT Application of Shannon Pickett
- Documents from LMFT Application of Sydney Tanigawa
- Draft Policy on Procedure for Reinstatement of License after Expiration and for Renewal of Lapsed/Expired Licenses
- NCMHCE ESL Accommodation Request of Chie Mitsui
- Xiaoyuan Yuan, Conditional Licensure Agreement, 1st Quarterly Monitoring Report