



The Commonwealth of Massachusetts
Executive Office of Health and Human Services
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Board of Allied Mental Health and Human Services Professions
Public Meeting Minutes
August 15, 2025

Board Members Present:

William Ahearn, Acting Chair
Kathleen Tucker, Public Member
Amy Vercillo, Member (left the meeting at 10:53 a.m., returned at 11:03 a.m.)
Kathryn Stevens, Member
Cynthia Belhumeur, Public Member
Frank Gomez, Member
Josephine Kim, Member
Ashley Williams, Member (left the meeting at 10:53 a.m., returned at 11:01 a.m., left the meeting at 11:18 a.m., returned to the meeting at 11:41 a.m.)
Alayna McGarty, Member

Staff Members Present:

Brian Bialas, Executive Director
Tracy Ottina, Board Counsel
Lauren McShane, Investigative Supervisor

All board members and staff appeared by videoconference.

Call to Order: The meeting was called to order at 10:07 a.m.

Roll Call for Attendance

Mr. Bialas called the roll of board members. William Ahearn, Kathleen Tucker, Amy Vercillo, Kathryn Stevens, Cynthia Belhumeur, Frank Gomez, Josephine Kim, Ashley Williams, and Alayna McGarty all present by videoconference.

Board Business

- **Public Meeting Minutes of July 18, 2025:** After a brief discussion, a motion was made by Mr. Gomez, seconded by Ms. McGarty, to approve the Public Meeting Minutes of July 18, 2025 as drafted. The motion passed unanimously by a roll call vote.
- **Executive Session Minutes of July 18, 2025:** After a brief discussion, a motion was made by Dr. Vercillo, seconded by Ms. Stevens, to approve the Executive Session Minutes of July 18, 2025 as drafted. The motion passed unanimously by a roll call vote.
- **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. Belhumeur, seconded by Ms. Stevens, 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. Mr. Bialas reported that the higher-than-usual deficiency rate for LABA application reviews that the Board observed last month was caused by staff reviewing those applications faster and having to wait for documentation from third parties.
- **Public Hearing on Proposed Regulations – Update:** Ms. Ottina reported that the hearing on the Board’s proposed changes to its regulations will be held by telephone on September 19, 2025 at 10:00 a.m.

LMHC Application Reviews

- **Daniel Creed:** The Board reviewed Mr. Creed’s application, including documentation of his experience hours. After a brief discussion, the Board directed Mr. Bialas to refer Mr. Creed’s application to Board staff to review Mr. Creed’s experience documentation under the Board’s Policy on Pre-Master’s Degree Experience.
- **Hillary Horgan:** The Board reviewed Ms. Horgan’s application, including documentation of her education. After a brief discussion, the Board directed Mr. Bialas to inform Ms. Horgan that she has completed the Psychopathology course requirement.
- **Matthew Friend:** The Board reviewed Mr. Friend’s request that he not be required to agree to a conditional licensure agreement to be licensed. After a brief discussion, a motion was made by Ms. McGarty, seconded by Ms. Stevens, to require Mr. Friend to agree to the conditional licensure agreement the Board previously determined before he is licensed. The motion passed unanimously by a roll call vote.

- **Rachael Lorraine Spinney:** The Board reviewed Ms. Spinney’s application, including her education. After a brief discussion, a motion was made by Dr. Williams, seconded by Ms. Belhumeur, to deny Ms. Spinney’s application because she only completed 39 credits in her master’s degree program. The motion passed unanimously by a roll call vote.

NCMHCE ESL Accommodation Requests

- **NCMHCE ESL Accommodation Requests:** The Board reviewed requests. After a brief discussion, a motion was made by Dr. Vercillo, seconded by Ms. Belhumeur, to allow the following applicants 50% extra time and the use of a word-for-word translation dictionary:
 - Sarah Gomez Andres
 - Ines Delrosario

The motion passed unanimously by a roll call vote.

Monitoring

- **Emily Frank, 2022-000065-IT-ENF, Approval of Proposed Supervisor:** The Board reviewed Ms. Frank’s submission of two proposed supervisors for her probation. After a brief discussion, a motion was made by Ms. McGarty, seconded by Ms. Stevens, to approve Rona Wallace as Ms. Frank’s supervisor. The motion passed unanimously by a roll call vote.
- **Xiaoyuan Yuan, Conditional Licensure Agreement, Revised 1st and 2nd Quarterly Monitoring Reports:** The Board reviewed Ms. Yuan’s reports. After a brief discussion, a motion was made by Ms. Belhumeur, seconded by Mr. Gomez, to accept both reports. The motion passed unanimously by a roll call vote.
- **Kathleen Brennan, 2021-000311-IT-ENF, 7th Quarterly Monitoring Report:** The Board reviewed Ms. Brennan’s report. After a brief discussion, a motion was made by Ms. Belhumeur, seconded by Dr. Williams, to accept the report. The motion passed unanimously by a roll call vote.

The Board directed Mr. Bialas to request Ms. Brennan’s “write up” of her encounter with the complainant in the underlying case that is mentioned in the report.

Comments from Professional Associations

Joe Weeks from MaMHCA asked about the composition of the Board member seats. Mr. Bialas stated that the Board determined the Board’s current composition in February 2023.

Skeetz Edinger and Miranda Croteau from NEAFAST asked about Board appointments. Andrea Kremer from NEAFAST asked about updating the LMFT application to be more like the LMHC application in eLX to streamline the process. Jami Osborne from MaMHCA asked about application review data.

Executive Session (closed under G.L. c. 30A, § 21(a)(1) and 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 the good moral character of an applicant as required for licensure and a petition for reinstatement, a monitoring report, and examination accommodation requests that involve medical records and information of patients)

At 10:53 a.m., a motion was made by Mr. Gomez, seconded by Ms. Belhumeur, to exit the public meeting and (1) enter into a closed executive session under G.L. c. 30A, § 21(a)(1) and 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 the good moral character of an applicant as required for licensure and a petition for reinstatement, a monitoring report, and 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 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.

Dr. Williams and Dr. Vercillo left the meeting at 10:53 a.m.

Dr. Williams returned to the meeting at 11:01 a.m.

Dr. Vercillo returned to the meeting at 11:03 a.m.

Dr. Williams left the meeting at 11:18 a.m.

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

The Board entered investigative conference at 11:36 a.m.

Dr. Williams returned to the meeting at 11:41 a.m.

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

Case Interviews

INV10150 (TG):

Interviewed
respondent; refer to
the Office of
Investigations

INV13682 (EM):

Interviewed
respondent; refer to
the Office of
Prosecutions

Adjournment

At 1:23 p.m., a motion was made by Ms. Belhumeur, seconded by Ms. Tucker, to adjourn the meeting. The motion passed unanimously by a roll call vote.

The meeting adjourned at 1:23 p.m.

Approval

The above minutes were approved at the public meeting held on September 19, 2025.



Brian Bialas, Executive Director

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

- Agenda for Meeting of August 15, 2025
- Public Meeting Minutes of July 19, 2025
- Executive Session Minutes of July 19, 2025
- Applications Reviewed Under Application Review Policy: January 1, 2025 through August 14, 2025 and July 1, 2025 through July 31, 2025
- Documents from LMHC Application of Daniel Creed
- Documents from LMHC Application of Hillary Horgan
- Documents from LMHC Application of Matthew Friend
- Documents from LMHC Application of Rachael Lorraine Spinney
- NCMHCE ESL Accommodation Request of Sarah Gomez Andres
- NCMHCE ESL Accommodation Request of Ines Delrosario
- Emily Frank, 2022-000065-IT-ENF, Submission of Proposed Supervisor
- Xiaoyuan Yuan, Conditional Licensure Agreement, Revised 1st and 2nd Quarterly Monitoring Reports
- Kathleen Brennan, 2021-000311-IT-ENF, 7th Quarterly Monitoring Report