

**Commonwealth of Massachusetts  
Bureau of Health Professions Licensure  
Board of Registration of Physician Assistants  
250 Washington Street  
Boston, MA 02108**

**Public Meeting Minutes**

**December 12, 2024**

A public meeting of the Massachusetts Board of Registration of Physician Assistants (the Board) was held remotely with video and audio conference as an alternate means of public access pursuant to Chapter 107 of the Acts of 2022, An Act Relative to Extending Certain State of Emergency Accommodations, signed into law on July 16, 2022.

Attendees were informed that the meeting was being recorded.

Board staff and Board members introduced themselves.

Jaime Jaronko noted a quorum of members present via video or phone and called the meeting to order at 9:14 a.m.

**MEMBERS PRESENT**

Dr. Julie Hurley  
Jaime Jaronko  
Ryan Lapham  
Guerline Menard  
Jessica Spissinger  
Kenneth Wakwe

**MEMBERS ABSENT**

Dr. Melissa Sundberg  
Dr. Kevin Simon

**STAFF PRESENT**

Lisa Guglietta, Board Executive Director  
Katie Goldrick, Board Associate Executive Director  
Rebecca Barros, Esq., Board Counsel  
Lauren McShane, Investigative Supervisor  
Lisa Seeley-Murphy, Investigator

**ATTENDANCE:**

Jaime Jaronko took attendance by roll call and a quorum of board members was recorded with the following members present via video conference: *Hurley, Jaronko, Lapham, Menard, Spissinger, Wakwe*

### **APPROVAL OF AGENDA:**

Jaime Jaronko asked for a motion to approve the meeting agenda. Thereafter a motion was made by Julie Hurley seconded by Guerline Menard and VOTED (roll call); **to approve the December 12, 2024 agenda as drafted.**

*in-favor: Hurley, Jaronko, Lapham, Menard, Spissinger, Wakwe*

*opposed: none*

### **CONFLICT OF INTEREST AND OPEN MEETING LAW REQUIREMENTS**

Rebecca Barros, Board Counsel, reviewed Conflict of Interest and Open Meeting Law requirements with the Board. Members should contact the Executive Director or Attorney Barros with questions about possible conflicts with applicants, petitioners, or cases before the Board as soon as possible before meetings. Additionally, members should inform Board staff as far in advance as possible if unable to attend a meeting as this could affect quorum.

### **PUBLIC MEETING MINUTES**

The Board discussed the draft public meeting minutes of November 14, 2024.

Thereafter a motion was made by Guerline Menard, seconded by Julie Hurley and VOTED (roll call); **to approve the public meeting minutes of November 14, 2024 as drafted.**

*in-favor: Hurley, Jaronko, Menard, Wakwe*

*opposed: none*

*abstain: Lapham, Spissinger*

### **EXECUTIVE SESSION MINUTES**

The Board discussed the draft executive session meeting minutes of November 14, 2024.

Thereafter a motion was made by Jaime Jaronko, seconded by Julie Hurley and VOTED (roll call); **to approve the executive session meeting minutes of November 14, 2024 as drafted.**

*in-favor: Hurley, Jaronko, Menard, Wakwe*

*opposed: none*

*abstain: Lapham, Spissinger*

### **ELECTION OF OFFICERS**

#### **Board Chair**

The Executive Director called for nominations for Board Chair. Thereafter a motion was made by Julie Hurley to elect Jaime Jaronko as Chair, seconded by Guerline Menard and VOTED (roll call); **to approve Jaime Jaronko as Chair of the Board.**

*in-favor: Hurley, Jaronko, Lapham, Menard, Spissinger, Wakwe*

*opposed: none*

#### **Board Vice Chair**

The Executive Director called for nominations for Board Vice Chair. Thereafter a motion was made by Jaime Jaronko to elect Julie Hurley as Vice Chair, seconded by Guerline Menard and VOTED (roll call); **to approve Julie Hurley as Vice Chair of the Board.**

*in-favor: Hurley, Jaronko, Lapham, Menard, Spissinger, Wakwe*

*opposed: none*

### Board Secretary

The Executive Director called for nominations for Board Secretary. Thereafter a motion was made by Jaime Jaronko to elect Guerline Menard as Secretary, seconded by Julie Hurley and VOTED (roll call); **to approve Guerline Menard as Secretary of the Board.**

*in-favor: Hurley, Jaronko, Lapham, Menard, Spissinger, Wakwe*

*opposed: none*

### ADJOURNMENT

At 9:23 a.m. a motion was made by Guerline Menard, seconded by Julie Hurley and VOTED (roll call); **to end the public session and go into closed session per G.L. c. 112, § 65C.**

*in-favor: Hurley, Jaronko, Lapham, Menard, Spissinger, Wakwe*

*opposed: none*

### NEW AND OPEN CASES

The Board took the following actions during closed session:

#### **Investigative Case Conference: [Closed Session: G.L. c. 112, § 65C]**

- SA-INV-18481 - *Tabled to January 9, 2025 meeting*
- SA-INV-21644 - *Dismiss with Advisory*
- CASE-2023-0723 – *Close for Insufficient Evidence*
- SA-INV-22447 – *Close for Insufficient Evidence*
- CASE-2023-0643 – *Close for Insufficient Evidence*

Respectfully submitted,

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Lisa M. Guglietta, Executive Director  
Board of Registration of Physician Assistants

#### **Documents used by the Board during open session:**

- *Posted agenda 12/12/2024*
- *Draft public meeting minutes of 11/14/2024*
- *Draft executive session minutes of 11/14/2024*