

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

**Public Meeting Minutes**

**July 10, 2025**

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.

Attendees were informed that the meeting was being recorded.

Dr. Julie Hurley, Vice Chair, noted a quorum of members present via video or phone and called the meeting to order at 9:21 a.m.

**MEMBERS PRESENT**

Julie Hurley, DSc PAS, MS, PA-C, Physician Assistant 1, Vice Chair  
Guerline Menard, MMS, PA-C, Physician Assistant 3, Secretary  
Ryan Lapham, Public Member 1  
Jessica Spissinger, PA-C, PA Educator  
Melissa Sundberg, MD, Physician Member

**MEMBERS ABSENT**

Kevin Simon, MD, MMS Physician Member  
Kenneth Wakwe, PA-C, Physician Assistant 2  
Stephen Wood, DMSc, ACNP-BC, Public Member 2

**STAFF PRESENT**

Lisa Guglietta, Board Executive Director  
Katie Goldrick, Board Associate Executive Director  
Tracy Ottina, Esq., Board Counsel  
Lauren McShane, Investigations Supervisor  
Lisa Seeley-Murphy, Investigator  
Jacob Edwards, Investigator

**ATTENDANCE:**

Dr. Julie Hurley, Vice Chair, took attendance by roll call and a quorum of board members was recorded with the following members present via video conference: *Hurley, Lapham, Menard, Spissinger, Sundberg,*

**APPROVAL OF AGENDA:**

The Vice Chair asked for a motion to approve the agenda. Thereafter Dr. Melissa Sundberg made a motion to approve the meeting agenda, seconded by Guerline Menard and VOTED (roll call); **to approve the July 10, 2025 agenda as drafted.**

*in-favor: Hurley, Lapham, Menard, Spissinger, Sundberg*

*opposed: none*

### **PUBLIC MEETING MINUTES**

The Vice Chair asked for a motion to approve the draft public meeting minutes of June 12, 2025. Thereafter a motion was made by Dr. Melissa Sundberg, seconded by Guerline Menard and VOTED (roll call); **to approve the public meeting minutes of June 12, 2025 as drafted.**

*in-favor: Hurley, Lapham, Menard, Spissinger, Sundberg*

*opposed: none*

### **EXECUTIVE SESSION MINUTES**

The Vice Chair asked for a motion to approve the draft executive session minutes of June 12, 2025. Thereafter a motion was made by Guerline Menard, seconded by Dr. Melissa Sundberg and VOTED (roll call); **to approve the executive session minutes of June 12, 2025 as drafted.**

*in-favor: Hurley, Lapham, Menard, Spissinger, Sundberg*

*opposed: none*

### **ELECTION OF OFFICERS**

The Board discussed whether to have the election of board officers when three members were not in attendance. Thereafter a motion was made by Guerline Menard, seconded by Dr. Julie Hurley and VOTED (roll call); **to defer the election of officers until the August 14, 2025 meeting.**

*in-favor: Hurley, Lapham, Menard, Spissinger, Sundberg*

*opposed: none*

### **ADJOURNMENT**

At 9:28 a.m. a motion was made by Dr. Julie Hurley, seconded by Dr. Melissa Sundberg and VOTED (roll call); **to end the public session and go into closed session per G.L. c. 112, § 65C.**

*in-favor: Hurley, Lapham, Menard, Spissinger, Sundberg*

*opposed: none*

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 7/10/2025*
- *Draft public meeting minutes of 6/12/2025*
- *Draft executive session minutes of 6/12/2025*