

**COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF PUBLIC HEALTH  
BUREAU OF HEALTH PROFESSION LICENSURE  
BOARD OF REGISTRATION OF PHYSICIAN ASSISTANTS**

**250 Washington Street  
Boston, MA 02108**

**MEETING MINUTES  
GENERAL SESSION  
(OPEN SESSION)  
July 11<sup>th</sup>, 2024  
Via WebEx**

Board Members

Present:

Mary Kuzmeski, PA-C, Physician Assistant 1, Chair  
Dr. Richard Baum, MD, Physician Member  
Dr. Julie Hurley, DSc PAS, MS, PA-C, Physician Assistant 4,  
Secretary  
Jaime Jaronko, PA-C, Physician Assistant 2, Vice Chair  
Hannah Nolan, MPAS PAC, Physician Assistant 3

Board Members

Not Present:

Dr. Melissa Sundberg, MD, Physician Member

Staff Present:

Tracy Tam, Assistant Executive Director, Multi-Boards, DPH  
Kayla Mikalauski, Management Analyst, Multi-Boards, DPH  
Rebecca Barros, Board Counsel, Office of the General Counsel, DPH

Staff Not Present:

Steven Joubert, Executive Director, Multi-Boards, DPH

I. Call to Order | Determination of Quorum | Notice of Electronic Recording

Ms. Mary Kuzmeski, Board Chair, called the General Session of the Board of Registration of Physician Assistants meeting to order at 9:05am. Ms. Kuzmeski reminded Board members the meeting was being recorded and asked for a roll call vote to determine quorum.

Roll-call as follows: Mary Kuzmeski: present; Dr. Richard Baum: present; Dr. Julie Hurley: present; Jaime Jaronko: present; Hannah Nolan: present.  
Absent: Dr. Melissa Sundberg

II. Conflict of Interest | Approval of General Session Agenda

DISCUSSION:

Ms. Mary Kuzmeski asked Board members to review the July 11<sup>th</sup>, 2024, General Session Agenda and make a motion to approve when ready. Board members were asked to disclose any recusals with the agenda.

ACTION:

Motion to approve the July 11<sup>th</sup>, 2024, General Session Agenda was made by Ms. Hannah Nolan, seconded by Dr. Richard Baum, and unanimously passed by roll-call vote as follows:  
Mary Kuzmeski: approve; Dr. Richard Baum: approve; Dr. Julie Hurley: approve; Jaime Jaronko: approve; Hannah Nolan: approve.  
Recused: None. Absent: Dr. Melissa Sundberg.

**Document:** July 11<sup>th</sup>, 2024, General Session Agenda

III. Approval of June 13<sup>th</sup>, 2024, General Session Minutes

DISCUSSION:

Ms. Mary Kuzmeski asked Board members to review the June 13<sup>th</sup>, 2024, General Session Minutes and make a motion to approve when ready. Ms. Kuzmeski stated the minutes should be amended to show Dr. Sundberg had abstained from Item III due to her previous absence.

ACTION:

Motion to approve the June 13<sup>th</sup>, 2024, General Session Minutes as amended was made by Ms. Jaime Jaronko, seconded by Dr. Richard Baum, and passed by roll-call vote as follows: Mary Kuzmeski: approve; Dr. Richard Baum: approve; Dr. Julie Hurley: approve; Jaime Jaronko: approve; Hannah Nolan: approve.  
Recused: None. Absent: Dr. Melissa Sundberg.

**Document:** June 13<sup>th</sup>, 2024, General Session Minutes

IV. Election

A. Vice-Chair

DISCUSSION:

Board of Registration of Physician Assistants

Ms. Mary Kuzmeski nominated Ms. Jaime Jaronko for the position of Board Vice-Chair. Ms. Jaime Jaronko accepts the nomination for Board Vice-Chair.

ACTION:

Motion to nominate Ms. Jaime Jaronko for the position of Board Vice-Chair was made by Dr. Julie Hurley, seconded by Dr. Richard Baum, and unanimously passed by roll-call as follows: Dr. Richard Baum: approve; Jaime Jaronko: approve; Mary Kuzmeski: approve, Hannah Nolan: approve.

Recused: None. Absent: Dr. Melissa Sundberg.

B. Secretary

DISCUSSION:

Ms. Jaime Jaronko nominated Dr. Julie Hurley for the position of Board Secretary. Dr. Julie Hurley accepts the nomination for Board Secretary.

ACTION:

Motion to nominate Dr. Julie Hurley for the position of Board Secretary was made by Ms. Mary Kuzmeski, seconded by Ms. Hannah Nolan, and unanimously passed by roll-call as follows: Dr. Dipu Patel: approve; Dr. Richard Baum: approve; Mary Kuzmeski: approve, Hannah Nolan: approve.

Recused: None. Absent: Dr. Melissa Sundberg.

V. Investigations:

*Triage(s): N/A*

*Complaint(s): N/A*

*Staff Assignment(s): N/A*

VI. Flex Session

DISCUSSION:

Ms. Mary Kuzmeski asked for the attendance at the next Board meeting scheduled for August 8<sup>th</sup>, 2024. Ms. Kuzmeski, Ms. Jaronko, and Dr. Hurley stated they will be able to attend. Ms. Nolan stated she will need to see if she can find coverage and Dr. Baum stated will not be able to attend. Dr. Baum stated the Board does not always meet in August. Ms. Tam stated there are a few pending cases for executive session so she will check with Dr. Sundberg for her availability, otherwise, the August meeting can be rescheduled to another date.

Ms. Tam provided an update for bill H. 2217 and stated this bill is being accompanied by a study and will not be considered any further for this session. Ms. Tam also provided an update for bill S. 1354 / H. 2135 and stated this bill has been sent to the Joint Committee on Health Care Financing. Ms. Tam stated the committee had reporting deadline that was extended until July 3<sup>rd</sup>, 2024, to redraft the bill to see if they support the bill unchanged or to send the bill to study and we have not gotten any further updates since.

Ms. Tam stated that recruitment for new Board members is actively ongoing with a focus on diverse members. Ms. Tam also stated this Board currently has two public member seats and a physician assistant educator seat that is vacant. Ms. Kuzmeski asked if there were any applicants waiting to move forward or if the Board is waiting for new applicants to come in. Ms. Tam answered the Board is currently looking for new applications to come in and if Board members know anyone who is interested, please provide them with Mr. Joubert's contact information. Dr. Hurley asked if the educator seat requires the applicant to be a full-time faculty member. Ms. Tam answered the law only states the member shall be an educator of physician assistants on the faculty or staff of an accredited physician assistant training program. Dr. Hurley stated she used to be a full-time faculty member but is now a part-time faculty member at Massachusetts College of Pharmacy and Health Sciences. Ms. Kuzmeski asked if Dr. Hurley can hold the educator seat instead because the physician assistant seat is easier for recruitment. Ms. Tam stated she will look into this matter. Dr. Hurley suggested adding diversification to the Board by recruiting from different zip codes outside of Boston and also recruiting a physician assistant with a specialty in mental health. Ms. Kuzmeski thanked Dr. Hurley for her suggestion and will look into recruiting in the Worcester area. Ms. Kuzmeski stated there needs to be diversity, but the seat also needs to be filled so there is a balance that must be found.

Ms. Kuzmeski asked if there is a policy in place for emergency meetings and what the minimum quorum would be for emergency meetings. Ms. Rebecca Barros stated she can look into this matter further. Dr. Baum stated the Board did not have an issue with emergency meetings in the past because this type of meeting is typically shorter, so members were able to have flexibility in their schedule to attend. Ms. Jaronko stated she can also step away to attend an emergency meeting if needed. Ms. Tam stated this Board is usually very good at attending emergency meetings and typically only one or two urgent cases are brought forth. Dr. Baum stated it would be beneficial if the Board can be given some guidelines in writing for emergency meetings. Ms. Kuzmeski asked Ms. Rebecca Barros to draft the guidelines for emergency meetings and also to draft a policy stating the Board must be notified prior to issuing any consent agreements.

Ms. Tam stated the certificate for previous Board member, Shannon Sheridan-Geldart, has been sent. Ms. Kuzmeski thanked Ms. Tam for the update.

## VII. Executive Session:

Board of Registration of Physician Assistants

DISCUSSION:

Ms. Mary Kuzmeski, Board Chair, read the Executive Session Statement as follows: “The Board will meet in Executive Session as authorized pursuant to M.G.L. c. 30A, § 21(a)(1) for the purposes 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 an individual. 1. Specifically, the Board will consider approving prior executive session minutes in accordance with M.G.L. Ch. 30A, § 22(a) for previous executive sessions of the Board. 2. Specifically, the Board will discuss a good moral character matter, and staff assignments, or charges brought against a Licensee or Licensees. The Board will not reconvene in public session subsequent to the closed session(s).”

ACTION:

Motion to move to the Executive Session was made by Ms. Mary Kuzmeski, seconded by Ms. Jaime Jaronko, and unanimously passed by roll-call vote as follows: Mary Kuzmeski: approve; Dr. Richard Baum: approve; Dr. Julie Hurley: approve; Jaime Jaronko: approve; Hannah Nolan: approve.

Recused: None. Absent: Dr. Melissa Sundberg.

VIII. 65C Session:

N/A

IX. Adjudicatory Session:

N/A

X. Adjournment:

Motion to adjourn the General Session was made by Ms. Jaime Jaronko, seconded by Ms. Hannah Nolan, and unanimously passed by roll-call vote as follows: Mary Kuzmeski: adjourn; Dr. Richard Baum: adjourn; Dr. Julie Hurley: adjourn; Jaime Jaronko: adjourn; Hannah Nolan: adjourn.

Absent: Dr. Melissa Sundberg.

*Let the record show that the meeting was adjourned at 9:23am.*

The next meeting of the Board of Registration of Physician Assistants is scheduled for Thursday, August 8<sup>th</sup>, 2024, at 9:00am. remotely via WebEx.

Respectfully Submitted:

The Board of Registration of Physician Assistants

Board of Registration of Physician Assistants