

COMMONWEALTH OF MASSACHUSETTS

BOARD OF RESPIRATORY CARE

**THIS AGENDA CONSTITUTES NOTICE OF THE REGULARLY SCHEDULED MEETING OF THE
BOARD OF RESPIRATORY CARE
IN COMPLIANCE WITH THE OPEN MEETING LAW, M.G.L. c. 30A, § 20**

**Tuesday, September 15, 2015
1:00 p.m.**

**239 Causeway Street ~ 4th Floor ~ Room 417
Boston, Massachusetts 02114**

Agenda

Time	Item #	Item	Exhibits	Staff Contact
1:00 p.m.	I.	Call to Order Determination of Quorum		
	II.	Approval of Agenda	Draft Agenda	
	III.	Approval of Minutes A. August 18, 2015 Board Meeting	Draft Minutes	
	IV.	Policies A. Probation Policy B. Valor Act Policy	Draft Probation Policy Draft Valor Act Policy	VB VB
	V.	Review/Approval of Continuing Education Contact A. Principles of Case Management submitted by Don Bellerive	CE documents	IH
	VI.	Other Business/Announcements A. License Status Codes	Memo	VB
	VII.	Board Education A. Review types of resolutions/discipline	Copy of PowerPoint Slides	MS

	VIII.	Flex Session A. Topics for next agenda	Verbal	
2:00 p.m.	IX.	Executive Session (Roll call vote) The Board will meet in Executive Session as authorized pursuant to M.G.L. c.30A, § 21(a)(1) for the purpose of discussing the reputation, character, physical condition or mental health, rather than professional competence, individuals, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual. <ol style="list-style-type: none"> Specifically, the Board will discuss and evaluate the <u>Good Moral Character</u> provisions of certain applications as required for registration for pending applicants. In addition, the Board will discuss and evaluate the reputation, character, physical condition or mental health, rather than professional competence, of licensee(s) relevant to their petitions for license status change. In addition, the Board will consider approval of prior executive session minutes in accordance with M.G.L. ch.30A, § 22(f) for sessions held during for previous executive sessions of the Board. The Board will not reconvene in open session subsequent to the executive session.	Closed Session	
2:30 p.m.	X.	G.L. c. 112, § 65C Session	Closed Session	
3:00 p.m.	XI.	Adjournment-next Board meeting scheduled for [Oct. 20, 2015]		

COMMONWEALTH OF MASSACHUSETTS

BOARD OF RESPIRATORY CARE

BOARD MEETING

Tuesday, September 15, 2015

239 Causeway Street
Room 417
Boston, MA 02114

MINUTES

Board Members Present: David Polanik, Respiratory Therapist 2, Board Chair
Annemarie Patten, R.N., Nurse
Phillip Bort, Consumer 2
Paul Nuccio, RT, Respiratory Therapist 1

Board Members Not Present: Leslie Shaff, M.D., Physician 2, Board Vice-Chair

Staff Present: Ichelle Herbu, Assistant Executive Director, Multi-Boards, DHPL
Anson Chu, Office Support Specialist, Multi-Boards, DHPL
Mary Strachan, Board Counsel, Office of the General Counsel, DPH
Philip Beattie, Board Investigator, Office of Public Protection, DHP

Guest: Guests from Massasoit Community College
Guest from Massachusetts General Hospital
Christopher Gentile

I. Call to Order - Determination of Quorum

A quorum of the Board was present. Mr. Polanik, Board Chair, called the meeting to order at 1:09 p.m.

II. Review of the Agenda

The Meeting Agenda was reviewed.

ACTION: Mr. Bort made a motion to approve the agenda as presented; Ms. Patten seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Document: September 15, 2015 Board Meeting Agenda

III. Approval of Minutes

A. August 18, 2015 Regularly Scheduled Board Meeting

The minutes of the August 18, 2015 regularly scheduled board meeting were reviewed.

ACTION: Mr. Bort made a motion to approve minutes as presented; Ms. Patten seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents: August 18, 2015 Regularly Scheduled Board Meeting Minutes

IV. Policy

A. Probation Policy

DISCUSSION: Ms. Strachan informed the Board of the draft Probation policy. This policy is a Division wide policy and has already been adopted by the Board of Registration in Pharmacy and Dentistry. Ms. Strachan reviewed the policy with the Board and gave examples of what Board staff are able to do. This policy is for “straight-forward” and common cases only so the Board will have a guideline to follow for those similar cases. Any complicated cases will be brought to the Board’s attention.

ACTION: Mr. Bort made a motion to defer any action on adopting this policy until they have more time to review the policy; Ms. Patten seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents: Draft Probation Policy

B. Valor Act Policy

DISCUSSION: Ms. Strachan informed the Board of the revised Valor Act policy. The Board already adopted this policy but the policy is now updated and revised to include the waiver of fees. The revised policy was distributed to the Board ahead of time.

ACTION: Mr. Polanik made a motion to adopt the revised/amended Valor Act policy; Mr. Nuccio seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents: Draft Valor Act Policy

V. Review/Approval of Continuing Education Contact

A. Principles of Case Management submitted by Don Bellerive

DISCUSSION: The Board reviewed the supporting documentations that Mr. Bellerive has submitted. The Board reviewed the regulations and discussed the number of CEUs Mr. Bellerive is able to obtain for the course.

ACTION: Mr. Polanik made a motion to approve the course for 15 CEUs; Ms. Patten seconded the motion. Motion passed with Board members present and voting in favor unanimously.

Documents: CE documents

VI. Other Business/Announcements

A. License Status Codes

DISCUSSION: Ms. Strachan distributed the documentation in regards to the License status code. The codes have been updated to maintain consistency and clarity among the Boards within the Division. This is for the Board’s information only.

ACTION: None

Documents: Memo

VII. Board Education

A. Review types of resolutions/discipline

DISCUSSION: Ms. Strachan presented a PowerPoint presentation to the Board in regards to the different types of discipline. Ms. Strachan explained each disciplinary type and the action the Board is able to take. Consent Agreements and the access of record subjects were touch upon as well.

ACTION: None

Documents: Copy of Powerpoint Slides

VIII. Flex Session
A. Topics for next agenda

DISCUSSION: The Board wants to see the following on future agendas:

- Probation policy
- Information on PICC line
- Updates on the statutes revision

ACTION: None

Documents: None

IX. Executive Session (Roll call vote)

At 2:13 p.m., Mr. Polanik announced that the Board will meet in Executive Session as authorized pursuant to M.G.L. c. 30A, §21(a)(1) for the purpose of discussing the reputation, character, physical condition or mental health, rather than the professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual. Specifically, the Board will discuss and evaluate the Good Moral Character provisions of certain applications as required for registration for pending applicants. In addition, the Board will discuss and evaluate the reputation, character, physical condition or mental health, rather than professional competence, of licensee(s) relevant to their petitions for license status change.

Mr. Polanik made a motion to enter into Executive session at 2:13 p.m.; Ms. Patten seconded the motion. Motion passed with Board members present and voting in favor: Mr. Polanik-yes; Ms. Patten-yes; Mr. Bort-yes; Mr. Nuccio-yes; Abstained: None; Opposed: None; Recused: None

The Board adjourned the Executive Session at 3:11 p.m. and resumed its Regularly Scheduled Board Meeting.

X. G.L. c. 112, § 65C Session

Mr. Polanik made a motion to enter into 65C Session at 3:12 p.m.; Ms. Patten seconded the motion. Motion passed with Board members present and voting in favor unanimously.

XI. Adjournment

There being no other business before the Board, Mr. Polanik made a motion to adjourn the meeting; Ms. Patten seconded the motion. Motion passed with Board members present and voting in favor unanimously. The meeting adjourned at 3:13 p.m.

The next meeting of the Board of Respiratory Care is scheduled for Tuesday, October 20, 2015, at 1:00 p.m. in Boston, MA.

Respectfully submitted:

_____	_____	_____
Name	Position	Date