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

(OPEN SESSION)
Thursday, September 18, 2025
1:00 p.m.
General Session is open to the public and will be held via Zoom at:
https://zoom.us/j/98123339286?pwd=NN61ikeIckedOlEb7XMHzjjbuF0XeW.1
Dial-In Telephone Number: 1-929-436-2866
Webinar ID: 981 2333 9286
Passcode: 434121
Agenda

All votes must be via roll call

Time	Item #	Item	Staff Contact
1:00p.m.	I	**Call to Order & Introductions** **Determination of Quorum** **Notice of Electronic Recording**	Board Chair
	II	**Approval of Agenda**	Board Chair
	III	**Approval of Minutes** A. Approval of August 21, 2025, General Session Minutes.	Board Chair
	IV	**Flex Session** A. Who will attend the next board meeting? B. Topics for next agenda	Executive Director

Board of Respiratory Care

ADA Compliance Notice: If you need reasonable accommodations in order to participate in the meeting, contact Stacy Hart the DPH ADA Coordinator at phone number 857-274-1120 in advance of the meeting. While the Board will do its best to accommodate you, certain accommodations may require distinctive requests or the hiring of outside contractors and may not be available if requested immediately before the meeting.

	V	**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. 1. Specifically, the Board will consider approval of prior executive session minutes in accordance with M.G.L. c.30A, § 22(f) for previous executive sessions of the board, decide whether to issue licensure for a good moral character matter, and discuss complaints, staff assignments, or charges brought against a licensee or licensees. **The Board will not reconvene in open session subsequent to the closed session(s).**	
	VI	**Adjournment:** Next meeting scheduled for October 16, 2025.	Board Chair

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COMMONWEALTH OF MASSACHUSETTS

BOARD OF RESPIRATORY CARE
250 Washington Street
Boston, MA 02108

Thursday, September 18, 2025
Via Zoom

GENERAL SESSION MINUTES (OPEN SESSION)

BOARD MEMBERS PRESENT:	Jason Morin, Respiratory Therapist, Board Chair Daniel Fisher, Respiratory Therapist Meaghan Kaplan, Consumer Adelline Ntatin, Nurse
BOARD MEMBERS NOT PRESENT:	William Beal, Consumer, Board Vice Chair Brian Bloom, MD Adrian Velasquez, MD
STAFF PRESENT:	Kayla Mikalauskis, Executive Director, Multi-Boards 2, BHPL Danielle Macfarland, Office Support Specialist, Multi-Boards, BHPL Tracy Ottina, Board Counsel, BHPL Karen Fishman, Probationary Coordinator, BHPL

I. CALL TO ORDER | DETERMINATION OF QUORUM

At 1:01 p.m., Mr. Jason Morin, Board Chair, called the General Session meeting to order. Mr. Morin reminded Board members the meeting was being recorded and asked for a roll call vote to determine quorum.

Roll call as follows: Mr. Daniel Fisher: present, Ms. Meaghan Kaplan: present, Mr. Jason Morin: present, Ms. Adelline Ntatin: present.

II. APPROVAL OF GENERAL SESSION AGENDA | CONFLICT OF INTEREST

Discussion: The Board reviewed the General Session Agenda.

Action:

Motion to approve the agenda as written was made by Mr. Daniel Fisher, seconded by Ms. Adelline Ntatin, and unanimously passed by roll call vote as follows: Mr. Daniel Fisher: yes, Ms. Meaghan Kaplan: yes, Mr. Jason Morin: yes, Ms. Adelline Ntatin, Nurse: yes.

Document: September 18, 2025, General Session Agenda

III. APPROVAL OF MINUTES

Discussion: The Board reviewed the drafted General Session Minutes.

Action:
Motion to approve the minutes as written by Mr. Daniel Fisher, seconded by Ms. Meaghan Kaplan, and unanimously passed by roll call vote as follows: Mr. Daniel Fisher: yes, Ms. Meaghan Kaplan: yes, Mr. Jason Morin: yes, Ms. Adelline Ntatin, Nurse: yes.

Document: August 21, 2025, General Session Minutes

Action:
Motion to approve deferred minutes from July 17, 2025, was made by Mr. Daniel Fisher, seconded by Ms. Meaghan Kaplan, and unanimously passed by roll call vote as follows: Mr. Daniel Fisher: yes, Ms. Meaghan Kaplan: yes, Mr. Jason Morin: yes, Ms. Adelline Ntatin, Nurse: yes.

Document: July 17, 2025, General Session Minutes

IV. FLEX SESSION

Discussion: Mr. Jason Morin asked for attendance at the next Board meeting scheduled for October 16, 2025. Mr. Jason Morin, Mr. Daniel Fisher, and Ms. Meaghan Kaplan stated they would be in attendance. Ms. Adelline Ntatin stated she currently has a conflict and will follow up with Ms. Kayla Mikalauskis if adjustments are made to her schedule. Ms. Kayla Mikalauskis stated she would also reach out to the Board members not present for their attendance.

There were no suggested topics for next month's agenda.

V. EXECUTIVE SESSION

Discussion: 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. Specifically, the Board will consider approval of prior executive session minutes in accordance with M.G.L. c.30A, § 22(f) for previous executive sessions of the board, decide whether to issue licensure for a good moral character matter, and discuss complaints, staff assignments, or charges brought against a licensee or licensees. The Board will not reconvene in open session subsequent to the closed session(s).

VI. <u>ADJOURNMENT</u>

At 1:09 p.m., motion to adjourn the meeting was made Mr. Daniel Fisher, seconded by Ms. Meaghan Kaplan, and unanimously passed by roll call vote as follows: Mr. Daniel Fisher: yes, Ms. Meaghan Kaplan: yes, Mr. Jason Morin: yes, Ms. Adelline Ntatin, Nurse: yes.

<u>*Let the record show that the meeting was adjourned at 1:09 p.m.*</u>

Respectfully Submitted:
The Board of Respiratory Care