

**COMMONWEALTH OF MASSACHUSETTS
BOARD OF REGISTRATION OF GENETIC COUNSELORS
BOARD MEETING GENERAL SESSION**

Thursday, July 7, 2022

9:30 a.m.

Via WebEx

MINUTES

Board Members Present: Allison Cirino, Genetic Counselor
Diane Ahern, Genetic Counselor
Shelley McCormick, Genetic Counselor
Jillian Fleming, Public Member
Stephanie Coury, Genetic Counselor

Board Members
not present: N/A

Staff Present: Steven Joubert, Executive Director, Multi-Boards, BHPL
Mary Strachan, Board Counsel, Office of the General Counsel, BHPL
Karen Geoghegan, Assistant Executive Director, Multi-Boards, BHPL
Patricia Young, Office Support Specialist, Multi-Boards, BHPL
Laura Bongiorno, Office Support Specialist, Multi-Boards, BHPL

Staff not Present: None.

I. Call to Order | Determination of Quorum

Board Chair, Allison Cirino called the meeting of the Board of Registration of Genetic Counselors to order at 9:37AM and let everyone know that the meeting was being recorded. A quorum of the Board was established with members present via WebEx as follows: Diane Ahern: present; Allison Cirino: present; Jillian Fleming: present; Shelley McCormick: present. Absent: Stephanie Coury.

II. Approval of Agenda

DISCUSSION:

Ms. Cirino asked the Board members if they had a chance to review the Board meeting agenda? She then moved to approve the meeting agenda. Ms. Ahern stated that she had not been able to read neither today's agenda nor the minutes from the last meeting due to problems with her Interchange account. She also stated that she was still trying to get through with IT to try and work the situation out. Mr. Steven Joubert, Board Executive, stated that the same issue was happening with another Board as well. He further stated that he would email IT to raise up the issue. Mr. Joubert stated that he would include the Bureau Director and the Bureau Assistant Director in the email so that they are aware of the

problem and can raise up the issue with IT as well. Ms. Mary Strachan, Board Counsel, stated that in regard to the vote on the agenda, Ms. Ahern can either abstain from voting or trust that her fellow Board members have read over everything, trust their judgment and vote anyways.

ACTION:

Motion to approve the April 7, 2022 Agenda by Ms. Cirino, seconded by Ms. McCormick and passed unanimously by Board members present via Webex as follows: Diane Ahern: approve; Allison Cirino: approve; Jillian Fleming: approve; Shelley McCormick: approve; Absent: Stephanie Coury. Recused: None; Abstained: None.

Document: General Session Board Meeting Agenda – April 7, 2022

III. **Approval of Minutes:**

Ms. Cirino stated that they were moving on to approving the minutes from the February 3, 2022 meeting.

DISCUSSION:

None.

ACTION:

Motion to approve the February 3, 2022 Agenda by Ms. Cirino, seconded by Ms. McCormick and passed unanimously by Board members present via Webex as follows: Diane Ahern: approve; Allison Cirino: approve; Jillian Fleming: approve; Shelley McCormick: approve; Absent: Stephanie Coury. Recused: None; Abstained: None.

Document: February 3, 2022 General Session Minutes

IV. **Investigations:**

None.

V. **Flex Session:**

A. **Announcements:**

None.

B. **Topics for next agenda:**

Ms. Cirino stated that the only topic she would raise is whether they need to hold the next meeting or whether they need to meet with such frequency. She further added that she was just wondering because it has been a while since they've had any investigations or anything else on the agenda to discuss. Ms. Cirino also stated that the next Board meeting would be around summertime when people are typically trying to go on vacation. Ms. Strachan stated that legally they only need to meet twice a year, so if the Board wanted to skip a meeting in the summer they could do that. She also stated that the only thing to consider is if there is a GMC matter that comes up or something else that is time sensitive that needs to go on the agenda. Ms. Strachan suggested that if they wanted to do that, that they should make a motion and take a vote. Ms. Cirino began to make a

motion to not hold the July 7, 2022 meeting. Ms. Ahern wanted to know if the motion was to not hold the meeting at all or if it was to not hold the meeting unless there was something else that needed to be put on the agenda. Ms. Strachan stated that they could touch base closer to their next meeting time and figure out then if a meeting need to be scheduled. Mr. Joubert suggested that the Board and he speak in June to decide whether they need to meet in July. Mr. Joubert then asked how would the Board legally hold a vote to not have the meeting? Ms. Strachan stated that they didn't really have to hold a vote. She further stated whether it is because the meeting gets cancelled or because the Board determines that they are going to take a certain month off, so long as they meet the statutory minimum then whatever decision they make should be fine. Ms. Laura Borgiorno, Office Support, apologized for interrupting and stated that she was currently working on an application that has a GMC issue. She further stated that she hadn't brought it up yet because she was waiting for the applicant to send in all of the documents requested of them. Ms. Ahern asked if it was premature to talk about the applicant today? Mr. Joubert stated that the matter wasn't ready to go before the Board and then went on to explain to the Board the steps it takes before bringing a matter before the Board. The Board decided that this GMC matter was a perfect reason to touch base sometime in June, to see if the matter would be ready to be heard for a July meeting or not. At that point, Ms. Cirino moved to adjourn the regular session meeting.

VI. Adjournment:

Motion to adjourn at 9:49AM. by Ms. Cirino, seconded by Ms. McCormick and passed unanimously by Board members present via Webex as follows: Diane Ahern: approve; Allison Cirino: approve; Jillian Fleming: approve; Shelley McCormick: approve; Absent: Stephanie Coury. Recused: None; Abstained: None.

The next meeting of the Board of Registration of Genetic Counselors is scheduled on **July 7, 2022** in Boston, MA.

Respectfully submitted,

Board of Registration of Genetic Counselors