

**COMMONWEALTH OF MASSACHUSETTS**

**BOARD OF REGISTRATION OF GENETIC COUNSELORS**

**250 Washington Street**

**Boston, MA 02108**

**Thursday, April 4, 2024**

**VIA WebEx**

**9:30 AM**

**GENERAL SESSION BOARD MEETING MINUTES**

**(Open Session)**

Board Members Present: Allison Cirino, Genetic Counselor  
Diane Ahern, Genetic Counselor  
Shelley McCormick, Genetic Counselor  
Stephanie Coury, Genetic Counselor

Board Members

Not Present: Jillian Fleming, Public Member

Staff Present:

Tracy Tam, Assistant Executive Director, Multi-Boards, BHPL  
Kayla Mikalauski, Management Analyst, Multi-Boards, BHP  
Carol Larkin, Office Support Specialist, Multi-Boards, BHPL  
Danielle MacFarland, Office Support Specialist, Multi-Boards, BHPL  
Heather Engman, Chief Board Counsel, Office of the General Counsel, BHPL

I. Call to Order | Determination of Quorum

At 9:36 AM Ms. Allison Cirino, Board Chair, welcomed everyone to the meeting and called the meeting to order. Ms. Cirino reminded Board members the meeting was being recorded and asked for a roll call vote to determine quorum.

Roll call as follows: Allison Cirino: present; Diane Ahearn: present; Shelley McCormick: present;

Stephanie Coury: present

Absent: Jillian Fleming

II. Approval of General Session Agenda | Conflict of Interest

The Board reviewed the April 04, 2024, General Session Agenda.

DISCUSSION:

Ms. Allison Cirino asked if any Board members needed to recuse themselves from an item listed on the agenda. No recusals were noted.

**ACTION:**

Ms. Allison Cirino made a motion to approve the agenda, which was seconded by Ms. Diane Ahearn, and unanimously approved by roll call vote as follows: Allison Cirino: approve; Diane Ahearn: approve; Shelley McCormick: approve; Stephanie Coury: approve.  
Absent: Jillian Fleming

**Document:** April 04, 2024, General Session Agenda

III. **Approval of Minutes**

The Board reviewed the October 05, 2023, General Session Minutes.

**DISCUSSION:**

None.

**ACTION:**

Ms. Allison Cirino made a motion to approve the minutes, which was seconded by Ms. Shelley McCormick, and unanimously approved by roll call vote as follows: Allison Cirino: approve; Diane Ahearn: approve; Shelley McCormick: approve; Stephanie Coury: approve.  
Absent: Jillian Fleming. Recused: None.

**Document:** October 05, 2023, General Session Minutes

IV. **Flex Session**

**DISCUSSION:**

Ms. Tracy Tam asked for the attendance at the next board meeting scheduled on Thursday, August 1<sup>st</sup>, 2024, at 1:00 PM. All Board members present stated they would be able to attend.

Ms. Allison Cirino stated the Board had previously discussed a pathway for foreign trained individuals with certification from another country to obtain licensure in Massachusetts such as Canadian applicants that are certified with CAGC. Ms. Stephanie Coury added that Mr. Steven Joubert had previously stated he will look into this topic and advised the Board to defer to the mass.gov website for the section on foreign trained individuals in the meantime. Ms. Cirino stated she would like that to be added as an agenda item at the next meeting to discuss the updates.

V. **Executive Session**

**DISCUSSION:**

Ms. Allison Cirino, 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. 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 decide whether to reactivate a licensee's application. 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. Allison Cirino, which was seconded by Ms. Shelley McCormick, and unanimously approved by roll call vote as follows: Allison Cirino: approve; Diane Ahearn: approve; Shelley McCormick: approve; Stephanie Coury: approve. Absent: Jillian Fleming. Recused: None.

VI. 65C Session  
N/A

VII. Adjudicatory Session  
N/A

VIII. Adjournment  
There being no other business before the Board, Ms. Allison Cirino motioned to adjourn the meeting which was seconded by Ms. Shelley McCormick, and unanimously approved by roll call vote as follows: Allison Cirino: approve; Diane Ahearn: approve; Shelley McCormick: approve; Stephanie Coury: approve. Absent: Jillian Fleming. Recused: None.

*Let the records show the meeting adjourned at 9:43 AM.*

The next meeting of the Board of Registration of Genetic Counselors is scheduled for August 1<sup>st</sup>, 2024, via WebEx at 9:30AM.

Respectfully submitted,  
The Board of Registration of Genetic Counselors