



CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

MIKE KENNEALY
SECRETARY OF HOUSING AND
ECONOMIC DEVELOPMENT

Commonwealth of Massachusetts
Division of Occupational Licensure
Board of Certification of Health Officers

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EDWARD A. PALLESCHI
UNDERSECRETARY OF CONSUMER
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REGULATION

LAYLA R. D'EMILIA
COMMISSIONER, DIVISION OF
OCCUPATIONAL LICENSURE

Board Meeting Minutes
Remote Via Video Conference
December 16, 2021
9:00 AM

The following Board Members were present:

Robert Bracey (Chair)
Steven Ward (Vice-Chair)
Beverly Hirschhorn
Bruce Murphy
Michael Feeney

The following Board members were absent:

Kitty Mahoney

The following staff members were present:

Richard Lawless, Executive Director
Lisa Guglietta, Incoming Executive Director
Eboni Lewis, Associate Executive Director
Sheila York, Board Counsel

Call to Order

The meeting was called to order at 9:01 a.m. Pursuant to An Act Extending Certain COVID-19 Measures Adopted During the State of Emergency, all board members and staff appeared telephonically or by videoconference.

Board Minutes

The Board reviewed the meeting minutes from the December 16, 2020 public meeting.



A Motion was made by Mr. Ward, seconded by Ms. Hirschhorn, and VOTED (roll call); **To approve the public meeting minutes from December 16, 2020 as drafted.**

Members in favor: Bracey, Ward, Hirschhorn, Murphy, Feeney
Members opposed: none

Introduction of New Executive Director

Mr. Lawless introduced the new Executive Director, Lisa Guglietta, and the new Associate Executive Director, Eboni Lewis.

Election of Officers

Mr. Lawless called for nominations for Chair.

A Motion was made by Mr. Bracey to nominate Mr. Ward for Chair, seconded by Ms. Hirschhorn, and VOTED (roll call); **To nominate and approve Mr. Ward as Chair.**

Members in favor: Bracey, Ward, Hirschhorn, Murphy, Feeney
Members opposed: none

Mr. Lawless called for nominations for Vice Chair.

A Motion was made by Mr. Ward to nominate Ms. Hirschhorn for Vice Chair, seconded by Mr. Bracey, and VOTED (roll call); **To approve Ms. Hirschhorn as Vice Chair.**

Members in favor: Bracey, Ward, Hirschhorn, Murphy, Feeney
Members opposed: none

Ms. York stated that per statute the Board needs a Secretary.

A Motion was made by Mr. Ward to nominate Ms. Mahoney for Secretary, seconded by Mr. Bracey, and VOTED (roll call); **To approve Ms. Mahoney as Secretary.**

Members in favor: Bracey, Ward, Hirschhorn, Murphy, Feeney
Members opposed: none

Discussion

Acceptable Public Health Self-Study Curriculum for Licensure

- The Board discussed acceptable self-study courses for applicants who must complete a self-study curriculum for licensure. The Board decided that a combination of 30 hours of courses from Boston University's Local Institute of Public Health that includes the four subject areas of Community Health, Emergency Preparedness, Environmental Health, and Leadership Management, would be acceptable to fulfill the self-study curriculum requirement.

Board Movement to Department of Public Health

- The Board discussed the upcoming Board move to DPH. The CHO credential will remain, but the administration may change from a Board to an administrative function.

National Certified in Public Health Exam

- The Board discussed the possibility of applicants taking the national Certified Public Health exam and the jurisprudence exam for state licensure. The Board requested that staff check with the national exam company about a potential partnership.

A Motion was made by Mr. Ward to create a sub-committee consisting of Ms. Hirschhorn and himself to research a national exam, seconded by Mr. Feeney, and VOTED (roll call); **To approve Mr. Ward and Ms. Hirschhorn as the national exam sub-committee.**

Members in favor: Bracey, Ward, Hirschhorn, Murphy, Feeney

Members opposed: none

Adjournment

A Motion was made by Mr. Ward, seconded by Ms. Hirschhorn and VOTED (roll call); **To adjourn the public meeting at 9:57 a.m.**

Members in favor: Bracey, Ward, Hirschhorn, Murphy, Feeney

Members opposed: none

The above Minutes were approved at the public meeting held on March 11, 2022.



Lisa Guglietta, Executive Director

Documents used at the public meeting:

Meeting Agenda

Draft Meeting Minutes from 12/16/2020