



CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

MIKE KENNEALY
SECRETARY OF HOUSING AND
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Commonwealth of Massachusetts
Division of Professional Licensure
Board of Certification of Health Officers

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REGULATION

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

Board Meeting Minutes
Remote Via Conference Call
May 14, 2020
10:00 a.m.

The following Board members were present:

Steven Ward
Kitty Mahoney
Robert Bracey
Beverly Hirschhorn
Michael Feeney

The following Board members were absent:

Bruce Murphy

The following staff members were present:

Richard Lawless, Executive Director
Deborah Cassano, Associate Executive Director
Sheila York, Board Counsel

Call to Order

The meeting was called to order at 10:02 am. Pursuant to Governor Charles D. Baker's Executive Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, s. 20, dated March 12, 2020, all board members and staff appeared telephonically or by videoconference.

Board Minutes

The Board reviewed the meeting minutes from the September 13, 2017 public meeting.

A Motion was made by Mr. Ward, seconded by Ms. Hirschhorn, and VOTED (roll call);



To approve the public meeting minutes from September 17, 2017 as drafted.

Members in favor: Feeney, Bracey, Ward, Hirschhorn

Members opposed: none

Members abstained: Mahoney

Application Review

Based on recent regulation changes the Board further reviewed the following exam applications:

- **David Greenbaum**

After discussion, a Motion was made by Mr. Bracey, seconded by Mr. Ward and VOTED (roll call):

To approve David Greenbaum to take the examination for licensure.

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

Members opposed: none

CORI Policy

The Board reviewed the proposed CORI policy for applicants for licensure.

A motion was made by Mr. Ward, seconded by Ms. Hirschhorn and VOTED (roll call); **to approve the CORI Policy.**

Members in favor: Feeney, Bracey, Ward, Hirschhorn

Members opposed: none

Election of Officers

The Board prepared to hold officer elections for the 2020/21 term.

Thereafter, a motion was made by Ms. Hirschhorn, seconded by Mr. Feeney and VOTED (roll call); **to elect Robert Bracey as Board Chair, to elect Steven Ward as Board Vice Chair, and to elect Kitty Mahoney as Secretary for the 2020-2021 term.**

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

Members opposed: none

Board Vacancies

A discussion took place regarding the vacancies on the Board. No formal action was taken.

Delegation of Authority to Approve Applications

The Board discussed delegating authority for the Board Chair and Vice Chair to review applications to determine whether the applicant is eligible per Board regulations to sit for the examination.

Thereafter, a Motion was made by Ms. Hirschhorn, seconded by Mr. Feeney and VOTED (roll call); **to delegate authority to the Board Chair and Vice Chair, or in their absence, an alternate Board member, to approve eligible applicants for examination.**

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

Members opposed: none

Adjournment

Thereafter, a Motion was made by Ms. Hirschhorn, seconded by Mr. Ward and VOTED (roll call); **To adjourn the meeting at 11:16 a.m.**

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

Members opposed: none

The above Minutes were approved at the public meeting held on September 25, 2020.



Richard Lawless, Executive Director

Documents used at the public meeting:

Meeting Agenda

Draft Meeting Minutes of 9/13/2017

Exam Application, redacted (D. Greenbaum)

CHO CORI Policy