

**COMMONWEALTH OF MASSACHUSETTS  
BOARD OF REGISTRATION IN NURSING**  
239 Causeway Street, Room 417A  
Boston, MA 02114

And Via WebEx

Wednesday, July 14, 2021 9:00 am | 2 hours | (UTC-04:00) Eastern Time (US & Canada)

Event address for attendees:

<https://statema.webex.com/statema/onstage/g.php?MTID=c05753dcb87df154c56caaab2c488553b>

Join by Phone:

+1-203-607-0564 US Toll

+1-866-692-3580 US Toll Free

Access code: 161 759 9171

**Minutes of the Regularly Scheduled Board Meeting**  
Wednesday, July 14, 2021

**Board Members Present In Room 417**

L. Kelly, DNP, Chairperson

**Board Members Present Via Audio Or Video**

L. Keough, CNP, Vice Chairperson

A. Alley, RN

K. Crowley, DNP

J. Kaneb, MBA, Public Member

C. LaBelle, RN

D. Nikitas, RN

E. Pusey-Reid, DNP (Left at 3:28 p.m.)

L. Wu, RN (Left at 3:05 p.m.)

(Arrived at 3:25 p.m.)

J. Yeh, MD (Arrived at 9:54 a.m.)

(Left at 11:38 a.m.) (Arrived at 1:50 p.m.)

(Left at 3:17 p.m.) (Arrived at 3:25 p.m.)

**Staff Present In Room 417**

L. Silva, RN, DNP, Executive Director

C. MacDonald, RN, DNP, Deputy Executive Director

(Left at 4:00 p.m.)

M. Jardonnet, JD, Board Counsel

S. Waite, RN, DNP, Nursing Education Coordinator

P. McNamee, RN, MS, Nursing Practice Coordinator

L. Ferguson, Paralegal

K. Jones, Probation Compliance Officer

P. Scott, Licensing Coordinator

S. Gaun, Office Support Specialist I

**Board Members Not Present**

K.A. Barnes, JD, RPh

D. Drew, MBA, Public Member

V. Percy, MSN

**Staff Not Present**

H. Caines Robson, RN, MSN, Nursing  
Education Coordinator

R. Dumas, Office Support Specialist I

**Staff Present Via Audio Or Video**

L. Hillson, RN, MSN, PhD, Assistant Director for  
Policy and Research  
O. Atueyi, JD, Board Counsel  
C. DeSpirito, RN, JD, Complaint Resolution Coordinator  
H. Cambra, RN, JD, Interim SARP Coordinator  
S. Hall, SARP Monitoring Coordinator  
M. Campbell, RN, JD, Nursing Investigations Supervisor

---

---

**TOPIC:**

Call to Order & Determination of Quorum

**DISCUSSION:**

L. Kelly confirmed by roll call that a quorum of the Board members was present and announced that the meeting was being recorded.

**ACTION:**

At 9:34 a.m., L. Kelly, Chairperson, called the July 14, 2021 Regularly Scheduled Board Meeting to order.

---

---

**TOPIC:**

Approval of REVISED Agenda

**DISCUSSION:**

None.

**ACTION:**

Motion by L. Kelly, seconded by L. Keough, and voted by roll call with A. Alley, K. Crowley, J. Kaneb, L. Kelly, L. Keough, C. LaBelle, D. Nikitas, E. Pusey-Reid and L. Wu unanimously in favor to approve the REVISED Agenda as presented.

---

---

**TOPIC:**

Approval of Board Minutes for the June 9, 2021 Meeting of the Regularly Scheduled Board Meeting

**DISCUSSION:**

None.

**ACTION:**

Motion by L. Kelly, seconded by L. Keough, and voted by roll call with A. Alley, K. Crowley, J. Kaneb, L. Kelly, L. Keough, C. LaBelle, D. Nikitas, E. Pusey-Reid and L. Wu unanimously in favor to accept the Minutes of the June 9, 2021 Regularly Scheduled Board Meeting as presented.

---

---

**TOPIC:**

Reports, Announcements and Administrative Matters

**DISCUSSION:**

None.

**ACTION:**

None.

---

**TOPIC:** SARP

SARP Activity Report

**DISCUSSION:**

None.

**ACTION:**

None.

---

**TOPIC:** Probation

Staff Action Report

**DISCUSSION:**

K. Jones was available for questions.

**ACTION:**

So noted.

---

**TOPIC:** Probation

Request for Notice of Violation and Further Discipline

**DISCUSSION:**

None.

**ACTION:**

None.

---

**TOPIC:** Probation

Request for Termination of Probation

**DISCUSSION:**

None.

**ACTION:**

None.

---

**TOPIC:** Practice Coordinator Staff Report

**DISCUSSION:**

P. McNamee was available for questions.

**ACTION:**

None.

---

**TOPIC:** Education

Nursing Education Staff Report

**DISCUSSION:**

S. Waite was available for questions.

**ACTION:**

So noted.

---

**TOPIC:** Education

244 CMR 6.04 (1)(c) and (1)(f) Nursing Education Program Appointment, Bristol Community College Associate Degree Nursing Program

**DISCUSSION:**

S. Waite summarized her previously distributed memorandum and attached exhibits to the Board. K. Crowley asked S. Waite about the status of the interviews for the program administrator and who is the interim program administrator. Initially, the Program representative was not present due to technical issues. In response to K. Crowley, L. Kelly stated she does not know if S. Waite can answer her questions, the program administrator is not present, S. Waite is presenting the Agenda Item for H. Caines Robson, and the Board Education Staff requested the updates. S. Waite stated the recruitment plan is in place and there is an appropriate interim program administrator at this time.

S. Buglione, the Vice President for Academic Affairs for the Community College, was able to be present via video. S. Buglione provided an update and stated the items in the recruitment plan advertising have taken place, the communication plans have all been executed, there are three (3) applicants for the position, she wants to begin interviewing the three (3) applicants, and she asked if she might submit materials to the Board Nursing Education Staff for review of those individuals before she moves forward with the interviewing.

In response to S. Waite, S. Buglione stated she has the materials and included them in the job postings. S. Buglione stated that N. Brown is currently the interim program administrator and will continue to serve in the position until the program has hired a new program administrator.

In response to S. Buglione, L. Kelly stated that it is not the responsibility of the Board Nursing Education Staff to pre-screen job applicants for different programs. S. Waite stated the Board Nursing Education Staff provided the program administrator criteria to S. Buglione. L. Keough asked L. Kelly if there is an extension.

S. Waite stated she anticipated the interviews will take place in July and August. L. Keough stated the Board should hear back of the status of the hire in September.

**ACTION:**

Motion by L. Kelly, seconded by L. Keough, and voted by roll call with A. Alley, K. Crowley, J. Kaneb, L. Kelly, L. Keough, C. LaBelle, D. Nikitas, E. Pusey-Reid and L. Wu unanimously in favor to:

1. Accept the Bristol Community College plan for the recruitment of a Program Administration that meets the requirements at 244 CMR 6.04 (1)(c ) and (2)(a).
2. Direct the Program to provide monthly updates regarding the recruitment process.

---

---

**TOPIC:** Education

244 CMR 6.05 (3)(b) Annual Reports, Worcester State University Baccalaureate Degree Nursing Program

**DISCUSSION:**

J. Yeh arrived at 9:54 a.m. S. Waite summarized her previously distributed memorandum and attached exhibits to the Board. M. Page, the program administrator, was present via video.

E. Pusey-Reid asked M. Page about some of the elements in the Annual Report about assumptions what can be the problem, what is affecting the completion rate, and what data the program is collecting. M. Page stated the plan is comprehensive. In response to E. Pusey-Reid, M. Page stated the program staff is continuing to collect data and watching the trend on those particular groups and the entire cohorts. K. Crowley asked M. Page if she can clarify the completion rates regarding the Board of Nursing and if they relate to the Systemic Evaluation Plan or is there a set benchmark. In response to K. Crowley, M. Page stated the program keeps the completion rate data on the traditional BSN program and the LPN to BSN program, but when the program reports the data, it does so as aggregated data. In response to K. Crowley, S. Waite stated she has had discussions with M. Page about the accuracy and the Program's benchmark. L. Kelly asked M. Page if the program has different admission criteria for the different pathways to enter the program. In response to L. Kelly, M. Page stated there is a difference in the admission standards between the traditional BSN program and the LPN to BSN program, the external transfer process is a university process, and the program staff has not changed the external transfer process specifically to the Nursing Program.

In response to M. Page, C. MacDonald stated her concerns regarding the transfer students. In response to C. MacDonald, M. Page stated the first year students are taking the ACT and SAT Exams and have to have a particular grade point average, and external transfer students have a different GPA to be considered and college credits. L. Kelly stated her concerns are regarding the admission criteria and there is no non-discriminatory process and what needed to be addressed.

**ACTION:**

Motion by L. Kelly, seconded by L. Keough, and voted by roll call with A. Alley, K. Crowley, J. Kaneb, L. Kelly, L. Keough, C. LaBelle, D. Nikitas, E. Pusey-Reid, L. Wu and J. Yeh unanimously in favor to:

1. Accept the Program's 244 CMR 6.07 (3) Program Change report for program completion rate that details a comprehensive plan to address the identified reasons for the current completion rate.
2. To determine compliance with 244 CMR 6.05 (3)(b), require the program to provide to the Board the Board required policies for admission, transfer, and program progression, and to provide the current Systematic Evaluation Plan.
3. Continue Full Approval Status at this time.

---

---

**TOPIC:** Education

244 CMR 6.05 (2) Initial Approval Status, Curry College Pre-Licensure Accelerated Entry Master of Science Degree Nursing Program

**DISCUSSION:**

S. Waite summarized her previously distributed memorandum and attached exhibits to the Board. M. McMahan, Dean of School of Nursing and the program administrator, was present via video.

C. MacDonald stated that the Board members will deliberate on this matter and will state any directives. L. Kelly asked M. McMahan what MSN will the graduates receive. S. Waite stated this program is different than the current Pre-Licensure program, it has different program outcomes. There are three (3) existing Pre-Licensure Programs on two (2) campuses and there are currently 473 students. C. MacDonald stated that if the proposed program receives approval, the Nursing Program needs to understand that the proposed program needs to be developed based on the Nursing Regulations at 244 CMR 6.0 for Pre-Licensure Nursing Program. C. MacDonald asked M. McMahan at what point will the students become eligible to take the NCLEX and will they be awarded a Bachelor's Degree along the way. In response to L. Kelly, M. McMahan stated this is a Generalist MSN. In response to C. MacDonald, M. McMahan stated the following: (1) the students will complete the full five (5) semester curriculum prior to being eligible to take the NCLEX Exam, (2) they will not have a Bachelor of Science Degree in Nursing, (3) they are all accelerated second degree students so they have a previous Non-Nursing Bachelor's Degree, (4) this program is designed that they would take a five (5) semester curriculum, (5) there are 22 courses, (6) they would complete and earn a Master of Science Degree in Nursing and that would be their initial licensure status.

M. McMahan stated the plan is to enroll 18 students in a cohort, and have a clinical model with 6:1 students to faculty ratio, and three (3) clinical groups. M. McMahan stated the course development and mapping have been done.

L. Kelly asked M. McMahan if she reviewed the Board Regulations for Pre-Licensure. In response to L. Kelly, M. McMahan stated the proposed program will offer the Generalist Master of Science Degree in Nursing as an entry level practice, and the coursework is designed for the Bachelor's essentials, the Master's essentials and the College's Current Bachelor of Science Degree in Nursing and Master of Science Degree in Nursing program outcomes. C. MacDonald stated the students are sitting for the NCLEX at the MSN completion. K. Crowley stated this is for initial approval. Several Board members and staff stated their concerns and discussed the matter.

M. McMahan asked for clarification regarding the recommendation for the program administrator or will it be a directive. K. Crowley stated the definition of the nursing education program and the definition of the program administrator according to the regulations. C. MacDonald stated the Board staff is bringing to the Board at the August 2021 Board Meeting the policy which better clarify the concerns that K. Crowley stated regarding program unit and program administrator. C. MacDonald stated that for Curry College, a program administrator was not required at this point in the approval process. K. Crowley asked C. MacDonald that at this point, the initial approval for Curry College, a designated program administrator was not required to move past this step. C. MacDonald stated that is correct.

K. Crowley asked M. McMahan about the prior Dean of School of Nursing. In response to K. Crowley, M. McMahan stated she became the Dean of the School of Nursing on 6/1/2021 and she will have the

oversight of the program, the MSN Director's workload has been reduced 50% in order for the person to oversee the Graduate Nursing Programs, and the MSN Director and M. McMahon will oversee the 18 students.

**ACTION:**

Motion by K. Crowley, seconded by L. Kelly, and voted by roll call with A. Alley, K. Crowley, J. Kaneb, L. Kelly, L. Keough, C. LaBelle, D. Nikitas, E. Pusey-Reid, L. Wu and J. Yeh unanimously in favor to:

1. Find the program is in compliance with 244 CMR 6.04 (1)(c).
2. Find that Curry College has provided satisfactory information describing its potential ability to establish an Accelerated Entry Master of Science in Nursing Program complying with 244 CMR 6.04: *Standards for Nursing Education Program.*
3. Find that Curry College Pre-Requisite Approval Status to establish its proposed Accelerated Entry Master of Science in Nursing Program, directing that an on-site survey be conducted in Spring 2024 to verify program compliance with 244 CMR 6.0.
4. Direct the program to provide evidence of a qualified program administrator that meets the Board's requirements for 244 CMR 6.04 (2)(a) with the Initial Approval.

---

**TOPIC:** Education

Massachusetts General Hospital Institute of Health Professions Advance Baccalaureate Degree Nursing Program

**DISCUSSION:**

**RECUSAL:** E. Pusey-Reid recused herself from the matter and left the Board Meeting at 10:43 a.m. S. Waite summarized her previously distributed memorandum and attached exhibits to the Board. There was no discussion.

E. Tagliareni, the former Dean of the Nursing Program, was present via video. K. White, the New Dean of the Nursing Program effective 7/1/2021, was present via video. E. Tagliareni, and K. White did not make a statement.

**ACTION:**

Motion by L. Kelly, seconded by L. Keough, and voted by roll call with A. Alley, K. Crowley, J. Kaneb, L. Kelly, L. Keough, C. LaBelle, D. Nikitas, E. Pusey-Reid, L. Wu and J. Yeh unanimously in favor to approve the proposed change to the Massachusetts General Hospital Institute of Health Professions Advance Baccalaureate Degree Nursing Program's mission and vision and the addition of the Core Value statement.

---

**TOPIC:** Education

Massachusetts General Hospital Institute of Health Professions Direct Entry Degree Nursing Program

**DISCUSSION:**

**RECUSAL:** E. Pusey-Reid recused herself from the matter and left the Board Meeting at 10:43 AM. S. Waite summarized her previously distributed memorandum and attached exhibits to the Board. There was no discussion.

E. Tagliareni, the former Dean of the Nursing Program, was present via video. K. White, the New Dean of the Nursing Program effective 7/1/2021, was present via video. E. Tagliareni, and K. White did not make a statement.

**ACTION:**

Motion by L. Kelly, seconded by K. Crowley, and voted by roll call with A. Alley, K. Crowley, J. Kaneb, L. Kelly, L. Keough, C. LaBelle, D. Nikitas, E. Pusey-Reid, L. Wu and J. Yeh unanimously in favor to approve the proposed change to the Massachusetts General Hospital Institute of Health Professions Direct Entry Nursing Program's mission and vision and the addition of the Core Value statement.

---

**TOPIC:** Requests for License Reinstatement

Florence (Hudson) Marcano, RN-03-072, RN229125

**DISCUSSION:**

S. Leadholm summarized his previously distributed memorandum and attached exhibits to the Board. The Licensee was not present. L. Kelly asked S. Leadholm about the Licensee's monitored practice. In response to L. Kelly. S. Leadholm stated the Licensee is not currently employed. K. Crowley asked S. Leadholm about the length of the probationary period of the POST-SUSPENSION CONSENT AGREEMENT FOR PROBATION for one (1) year effective 8/16/2004. In response to K. Crowley, S. Leadholm stated the term of the POST-SUSPENSION CONSENT AGREEMENT FOR PROBATION for one (1) year effective 8/16/2004 was for one (1) year and he believes the Licensee completed nine (9) months of monitored practice. L. Kelly asked S. Leadholm if he has the monitored practice evaluations. In response to L. Kelly, S. Leadholm stated he does not have the documents which were dated in 2004 and 2005. L. Kelly stated her concerns regarding the monitored practice and if it was up to the Board's standards. Several Board members stated they agreed with L. Kelly.

After the Motion, D. Nikitas asked L. Kelly if the POST-SUSPENSION CONSENT AGREEMENT FOR PROBATION for one (1) year effective 8/16/2004 should be extended for another full year. In response to D. Nikitas, S. Leadholm stated he does not know what has changed between the two (2) forms of agreement. O. Atueyi stated the Board's options and that it can offer a NEW PROBATION AGREEMENT and it does not have to continue with the POST-SUSPENSION CONSENT AGREEMENT FOR PROBATION for one (1) year effective 8/16/2004. In response to O. Atueyi, L. Kelly stated the Board will need additional information before it can make a decision.

**ACTION:**

Motion by L. Kelly, seconded by L. Wu, and voted by roll call with A. Alley, K. Crowley, J. Kaneb L. Kelly, L. Keough, C. LaBelle, D. Nikitas, E. Pusey-Reid, L. Wu and J. Yeh unanimously in favor to DEFER this Matter because the Board does not have enough information to be able to make a decision.

---

**TOPIC:** Strategic Development, Planning and Evaluation  
Presentation/Report

**DISCUSSION:**

None.

**ACTION:**

July 14, 2021 Regular Session Board Meeting Minutes  
(to be Approved 08/11/2021)



None.

---

---

**TOPIC:** Strategic Development, Planning and Evaluation  
Topics for Next Agenda

**DISCUSSION:**

L. Kelly stated that the policy regarding the program administrator will be presented at the 8/11/2021 Board Meeting.

**ACTION:**

So noted.

---

---

**Break from 11:04 a.m. to 11:38 a.m.**

---

---

**TOPIC:**

G.L. c. 112, s. 65C Session

**DISCUSSION:**

None.

**ACTION:**

Motion by L. Kelly, seconded by L. Keough, and voted by roll call with A. Alley, K. Crowley, J. Kaneb, L. Kelly, L. Keough, C. LaBelle, D. Nikitas, E. Pusey-Reid and L. Wu unanimously in favor to convene the G.L. c. 112, s. 65C Session at 11:38 a.m.

---

---

**G.L. c. 112, s. 65C Session 11:38 a.m. 12:25 p.m.**

---

---

**Break from 12:25 p.m. to 1:02 p.m.**

---

---

**TOPIC:**

G.L. c.30A, §21 Executive Session

**DISCUSSION:**

None.

**ACTION:**

Motion by L. Kelly, seconded by L. Keough, and voted by roll call with A. Alley, K. Crowley, J. Kaneb, L. Kelly, L. Keough, C. LaBelle, D. Nikitas, V. Percy, E. Pusey-Reid, L. Wu and J. Yeh unanimously in favor to convene the Executive Session at 1:02 p.m. as per Purpose One of G.L. c.30A, §21 (a)(1).

---

---

**G.L. c. 30A, § 21 Executive Session 1:02 p.m. to 4:53 p.m.**

**TOPIC:**

Adjudicatory Session

**DISCUSSION:**

Deferred due to lack of quorum.

**ACTION:**

Deferred due to lack of quorum.

---

---

**Adjudicatory Session -- DEFERRED**

---

---

**TOPIC:**

Adjournment


**DISCUSSION:**

None.

**ACTION:**

Motion by L. Kelly, seconded by L. Keough, and voted by roll call with A. Alley, K. Crowley, J. Kaneb, L. Kelly, L. Keough, C. LaBelle, D. Nikitas, L. Wu and J. Yeh unanimously in favor to adjourn the meeting at 4:53 p.m.

Minutes of the Board's July 14, 2021, Regularly Scheduled Meeting were approved by the Board on August 11, 2021.

  
\_\_\_\_\_  
Linda Kelly, DNP  
Chairperson  
Board of Registration in Nursing

Agenda with exhibits list attached.

**COMMONWEALTH OF MASSACHUSETTS  
Board of Registration in Nursing**

**REVISED Notice of the Regularly Scheduled Meeting**

**Regular Session**

239 Causeway Street  
Room 417  
Boston, Massachusetts 02114

And Via WebEx

Wednesday, July 14, 2021 9:00 am | 2 hours | (UTC-04:00) Eastern Time (US & Canada)

Event address for attendees:

<https://statema.webex.com/statema/onstage/g.php?MTID=e05753dcb87df154c56caaab2c488553b>

Join by Phone:

+1-203-607-0564 US Toll

+1-866-692-3580 US Toll Free

Access code: 161 759 9171

**Wednesday, July 14, 2021**

**PRELIMINARY AGENDA AS OF 7/2/21 11:00am**

Estimated Time	Item #	A. Item	Exhibit	Presented by
9:00 a.m.	I.	<b>B. CALL TO ORDER &amp; DETERMINATION OF QUORUM</b>	None	
	II.	<b>APPROVAL OF REVISED AGENDA</b>	Agenda	
	III.	<b>APPROVAL OF MINUTES</b> A. Draft Minutes for the June 9, 2021 Meeting of the <i>Board of Registration in Nursing, Regular Session Via WebEx</i>	Minutes	
	IV.	<b>REPORTS, ANNOUNCEMENTS AND ADMINISTRATIVE MATTERS</b> A. Announcements	Oral/Memo	LS
	V.	<b>SARP</b> A. SARP Activity Report - NONE	None	

COMMONWEALTH OF MASSACHUSETTS  
Board of Registration in Nursing

VI.	<b>PROBATION</b> A. Probation Staff Action Report B. Termination of Probation/Stayed Probation - NONE C. Request for Notice of Violation and Further Discipline – NONE	Report None None	KJ
VII.	<b>PRACTICE</b> A. Practice Coordinator Staff Report	Report	PM
VIII.	<b>EDUCATION</b> A. Nursing Education Staff Report 1. Nursing Education Staff Report to the Board B. 244 CMR 6.04 (1)(c) and (1)(f) Nursing Education Program Appointment 1. Bristol Community College Associate Degree Nursing Program C. 244 CMR 6.05 (2) Initial Approval Status 1. Curry College Pre-Licensure Accelerated Entry Master of Science Degree Nursing Program D. 244 CMR 6.05 (3)(b) Annual Reports 1. Worcester State University Baccalaureate Degree Nursing Program E. 244 CMR 6.07 (1)(b) Notification of Program Change 1. MGH Institute of Health Professions Advance Baccalaureate Degree Nursing Program 2. MGH Institute of Health Professions Direct Entry Nursing Program	Report  Memo  Report  Report  Memo Memo	HCR  HCR  SW  SW  HCR HCR
IX.	<b>REQUESTS FOR LICENSE REINSTATEMENT</b> A. Florence (Hudson) Marcano, RN-03-072, RN229125	Memo	SL
X.	<b>STRATEGIC DEVELOPMENT, PLANNING AND EVALUATION</b> A. Presentation/Report - NONE B. Topics for Next Agenda	None	

COMMONWEALTH OF MASSACHUSETTS  
Board of Registration in Nursing

<>		<b>LUNCH BREAK</b>	
	<b>XI.</b>	<b>M.G.L. c. 112, § 65C SESSION</b>	CLOSED SESSION
	<b>XII.</b>	<p><b>EXECUTIVE SESSION</b> 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, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual.</p> <ol style="list-style-type: none"> <li>1. Specifically, the Board will discuss and evaluate the Good Moral Character and Massachusetts Department of Children and Families Cases as required for registration for pending applicants.</li> <li>2. Specifically, the Board will discuss and evaluate the reputation, character, physical condition or mental health, rather than professional competence, of licensees relevant to their petitions for license status change.</li> <li>3. Specifically, the Board will discuss and evaluate the reputation, character, physical condition or mental health, rather than professional competence, of licensees relevant to their compliance with the term of monitored licensed practice or participation in the Board's Substance Abuse Rehabilitation Program.</li> <li>4. Approval of prior executive session minutes in accordance with M.G.L. c. 30A, § 22(f) for sessions held during the June 9, 2021 meeting.</li> </ol>	CLOSED SESSION
	<b>XIII.</b>	<b>M.G.L. c. 30A, § 18 ADJUDICATORY SESSION</b>	CLOSED SESSION
5:00 p.m.	<b>XIV.</b>	<b>ADJOURNMENT</b>	

***If you need reasonable accommodations in order to participate in the meeting, contact the DPH ADA Coordinator Yulanda Kiner, Phone: 617-624-5848 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.***