

**COMMONWEALTH OF MASSACHUSETTS**

**BOARD OF RESPIRATORY CARE**

**THIS AGENDA CONSTITUTES NOTICE OF THE REGULARLY SCHEDULED MEETING OF THE  
BOARD OF RESPIRATORY CARE  
IN COMPLIANCE WITH THE OPEN MEETING LAW, M.G.L. c. 30A, § 20**

**Tuesday, July 16, 2019  
1:00 p.m.**

**239 Causeway Street ~ 4<sup>th</sup> Floor ~ Room 417  
Boston, Massachusetts 02114**

**Agenda**

<b>Time</b>	<b>Item #</b>	<b>Item</b>	<b>Exhibits</b>	<b>Staff Contact</b>
<b>1:00 p.m.</b>	<b>I</b>	<b>Call to Order</b> <b>Determination of Quorum</b> <b>Notice of electronic recording</b>		Chair
	<b>II</b>	<b>Conflict of Interest</b> <b>Approval of Agenda</b>	Draft Agenda	Chair
	<b>III</b>	<b>Approval of Minutes</b> A. May 21, 2019 Board Meeting	Draft Minutes	Chair
	<b>IV</b>	<b>Inquiry</b> A. Open Seat Outreach <i>Holly Saurman</i>  B. CEU Approval (December 2018) <i>Prabha Baid</i>	Email	RC/MS
	<b>V</b>	<b>Board Elections</b> A. Chair Nominee <i>Martha Desilva</i> B. Vice Chair C. Board Secretary	N/A	RC
	<b>VI</b>	<b>Open Investigations: N/A</b> <i>Triage: N/A</i> <i>Staff Assignments: N/A</i> <i>Complaint: N/A</i>	N/A	LS
	<b>VII</b>	<b>Flex Session</b> 1. Announcements 2. Topics for next agenda		RC

3:00 p.m.	VIII	<p><b>Executive Session (Roll call vote):</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, individuals, 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>Specifically, the Board will discuss and evaluate the <u>Good Moral Character</u> provisions of certain applications as required for registration for pending applicants.</li> <li>In addition, the Board will discuss and evaluate the reputation, character, physical condition or mental health, rather than professional competence, of licensee(s) relevant to their petitions for license status change.</li> <li>In addition, the Board will consider approval of prior executive session minutes in accordance with M.G.L. c.30A, § 22(f) for sessions held during for previous executive sessions of the Board.</li> </ol> <p><b>The Board will not reconvene in open session subsequent to the closed session(s).</b></p>		Chair
	IX	<b>65C Session: N/A</b>	Closed Session	Board Counsel
	X	<b>Adjudicatory Session:</b> (Closed Session Agenda)	Closed Session	Board Counsel
	XI	<b>Adjournment</b> -next Board meeting scheduled for August 20, 2019		Chair

**COMMONWEALTH OF MASSACHUSETTS  
BOARD OF RESPIRATORY CARE  
BOARD MEETING**

Tuesday, July 16, 2019  
01:00 PM

239 Causeway Street  
Room 417 A/B  
Boston, MA 02114

**MINUTES**

Board Members Present: Martha DeSilva, RT, Board Secretary  
Jason Moury, RT, Board Member  
Essam Ansari, MD, Board Member  
Molly Cavallaro, RN, Board Member

Board Members not present: Jordan Sage Rettig, MD, Board Vice Chair

Staff Present: Roberlyne Cherfils, Executive Director, Multi-Boards, BHPL  
Karen Georghegan, Assistant Executive Director, Multi-Boards, BHPL  
Mary Strachan, Board Counsel, Office of the General Counsel, BHPL  
Lisa Seeley-Murphy, Compliance Officer III, BHPL (left at 3:40 p.m.)  
Angela Martinez, Office Support Specialist, Multi-Boards, BHPL

Guests: Members of the public (audience)

Call to Order | Determination of Quorum | Notice of Electronic Recording

Roberlyne Cherfils, Executive Director, called the meeting of the general session to order at 1:30 p.m. Board members stated their name for the record. A quorum of the Board of Respiratory Care was established. Ms. Cherfils provided verbal notice of the recording of the meeting.

Conflict of Interest | Approval of Agenda

The regular session meeting agenda was reviewed.

**DISCUSSION:** Ms. Cherfils asked the Board members to review the general session agenda and disclose if there were any conflicts of interest regarding the items on the agenda. No conflicts of interest were disclosed.

**ACTION:** Martha DeSilva, Board Secretary, made a motion to approve the agenda. Molly Cavallaro, Board member, seconded the motion. The motion was passed unanimously by Board members present.

**Document:** General Session Board Meeting Agenda - 07/16/2019

Approval of Minutes

Board Meeting Agenda and Minutes of July 16, 2019 Board Meeting

Board of Respiratory Care

The minutes of the May 21, 2019 regularly scheduled board meeting were reviewed.

**ACTION:** Ms. DeSilva made a motion to approve the minutes as presented. Ms. Cavallaro seconded the motion. The motion was passed unanimously by the board members present.

**Documents:** General Session Board Meeting Minutes – May 21, 2019

Inquiry

A. Open Seat Outreach

Ms. Cherfils read a letter from Holly Saurman, DPH, regarding the Board meeting held on May 21, 2019, and their discussion on the requirements for continuing education credits for Respiratory Therapists (RTs). Ms. Saurman also expressed her interest in attending future Board meetings to discuss outreach to RT's via social media.

Ms. Cherfils commented on the efforts of the Bureau of Health Professions Licensure in outreach to fill open seats for the Board of Respiratory Care. She explained that both she and the director of the Bureau, Mr. James Lavery, met with the office of the Commissioner for the Department of Public Health and obtained consent to promote open seats via social media. Ms. Cherfils highlighted that an announcement of open seats for the Board has been posted on the LinkedIn page for the Bureau of Health Professions Licensure. Additionally, she pointed out that a link to the open seats can be found on the landing page for the website for the Board of Respiratory Care. Finally, Ms. Cherfils mentioned she had contacted Ms. Saurman regarding the concerns expressed in her email inquiry.

**DISCUSSION:** No questions were posed by members of the Board at the end of Ms. Cherfils presentation.

**ACTION:** No Motion

**Document:** Email Inquiry

B. CEU Approval (December 2018)

Ms. Cherfils presented before the Board an email inquiry and supporting documents from currently licensed Respiratory Therapists Prabha Baid requesting CEU credits for continuing education in advanced cardiac life support. She explained that there was precedent for the approval of 12 CEU credits in November 16, 2011 for advanced cardiac life support. Ms. Cherfils recommended that the board follow suit with the Board precedents and award 12 CEU credits for the advanced cardiac life support courses.

**DISCUSSION:** None

**ACTION:** Ms. DeSilva made a motion for the Board to award 12 CEU credits for the ACLS course. Ms. Cavallaro seconded the motion. The motion was passed unanimously by Board members present.

**Document:** Email Inquiry and Supporting Documents

Board Elections

A. Chair Nominee

**DISCUSSION:** Ms. Cherfils noted the need to elect a Board chair and explained that Ms. DeSilva had been nominated for this position. Ms. DeSilva accepted the nomination for chair.

**ACTION:** Ms. Cavallaro made a motion to elect Ms. DeSilva as chair of the Board of Respiratory Care. Jason Moury, Board member, seconded the motion. The motion was passed unanimously by board members present.

**Documents:** None.

B. Vice Chair

**DISCUSSION:** Ms. Cherfils noted the open position of Board vice chair and asked if there were any nominations for this open position. Mr. Moury nominated himself for the position.

**ACTION:** Dr. Essam Ansari, Board member, made a motion to elect Mr. Moury as vice chair of the Board of Respiratory Care. Ms. Cavallaro seconded the motion. The motion was passed unanimously by board members present.

**Documents:** None.

C. Board Secretary

**DISCUSSION:** Ms. Cherfils noted the open position of Board secretary and asked if there were any nominations for this open position. Ms. Cavallaro nominated herself for the position.

**ACTION:** Ms. DeSilva made a motion to elect Ms. Cavallaro as secretary of the Board of Respiratory Care. Dr. Ansari seconded the motion. The election of Molly Cavallaro as Board secretary was passed unanimously by board members present.

**Documents:** None.

**Open Investigations:** N/A

Triage: N/A

Staff Assignments: N/A

Complaint: N/A

**Flex Session**

1. Announcements

Ms. Cherfils discussed with Board members the required conflict of interest training for Department of Public Health Employees, and explained that Board of Respiratory Care members were considered special state employees who must also fulfill this requirement. She reminded Board members to check their state emails for communications about this training.

2. Topics for next agenda

Ms. Cherfils asked Board members whether they had any topics they would like to add for discussion to the agenda of the next meeting of the Board of Respiratory Care.

**DISCUSSION:** Mr. Moury proposed to discuss at the next meeting of the Board the requirements for ACLS (Advanced Cardiac Life Support), PALS (Pediatric Advanced Life Support), and NRP (Neonatal Resuscitation Program). He expressed his concern that there is no specific requirement for what the Board accepts for these trainings, and would like to create a standard to provide more clarity on the topic for Respiratory Therapists. He requested that Board staff search for any precedents for ACLS for respiratory therapists. Mary Strachan, Board

counsel, asked for clarification regarding the purpose of the discussion of ACLS, and whether it was related to awarding CEU credits. Mr. Moury confirmed that he proposed the discussion for the purposes of guidance related to CEU credits for ACLS. Mr. Moury offered to present more information on how other states deal with credits for ACLS, both the initial certification and recertification, at the next Board meeting. Ms. Cherfils commented that the Board regulations are silent on ACLS, and asked Ms. Strachan whether this required sub-regulatory guidance in the absence of regulations. Ms. Strachan confirmed this is correct. Ms. Cherfils confirmed she would add the topic for discussion at the next meeting of the Board of Respiratory Care.

**ACTION:** No Motion

**Document:** None.

Executive Session

Ms. Cherfils announced that the Board would 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 the 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. Specifically, the Board would discuss and evaluate the Good Moral Character provisions of certain applications as required for registration for pending applicants. In addition, the Board would discuss and evaluate the reputation, character, physical condition or mental health, rather than professional competence, of licensee(s) relevant to their petitions for license status change. The Board would not reconvene in open session subsequent to the closed session(s).

**ACTION:** Ms. DeSilva made a motion to enter into Executive session at 1:41 p.m. Ms. Cavallaro seconded the motion. The motion was passed with Board members present and voting in favor:

Ms. DeSilva-yes; Ms. Cavallaro-yes; Dr. Ansari-yes; Mr. Moury-yes; Abstained: None; Opposed: None; Recused: None.

**Document:** None.

**Ms. Cherfils asked members of the audience to exit.**

65C Session: N/A

Adjudicatory Session:

Adjournment There was no adjournment

The next meeting of the Board of Respiratory Care is scheduled for **August 20, 2019** in Boston, MA.

Respectfully submitted:

Board of Respiratory Care