

COMMONWEALTH OF MASSACHUSETTS

BOARD OF REGISTRATION OF GENETIC COUNSELORS

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

Thursday, July 25, 2019

09:30 a.m.

239 Causeway Street ~ 4th Floor ~ Room 421

Boston, Massachusetts 02114

Agenda

Time	Item #	Item	Exhibits	Staff Contact
9:30 AM	I	Call to Order Determination of Quorum		Board Chair
	II	Approval of Agenda	Draft Agenda	Board Chair
	III	Approval of Minutes A. April 4, 2019	Draft Minutes	Board Chair
	IV	Investigations Triage(s): N/A Staff Assignment(s): N/A Complaint(s): N/A	N/A	
	V	Flex Session A. Announcements 1. 2019 Conflict of Interest Law Education Requirements B. Topics for next agenda		RC

	VI	<p>Executive Session: N/A 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.</p> <ol style="list-style-type: none"> 1. Specifically, the Board will discuss and evaluate the necessity of modifying probation conditions for a Licensee. 2. Specifically, the Board will discuss complaints or charges brought against a Licensee or Licensees. 3. Finally, 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. <p>The Board will not reconvene in public session subsequent to the closed session(s).</p>	N/A	N/A
	VII	65C Session:	Memo	MS
	VIII	Adjudicatory Session: N/A	N/A	N/A
	IX	Adjournment -next Board meeting scheduled for October 3, 2019.		Board Chair

**COMMONWEALTH OF MASSACHUSETTS
BOARD OF REGISTRATION OF GENETIC COUNSELORS
BOARD MEETING**

Thursday, July 25, 2019
09:30 a.m.

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

MINUTES

Board Members Present: Shelley McCormick, Board Secretary
Jillian Fleming, Board Member
Allison Cirino, Board Member

Board Members not present: Kayla Sheets, Board Chair

Staff Present: Roberlyne Cherfils, Executive Director, Multi-Boards, BHPL
Karen Georghegan, Assistant Executive Director, Multi-Boards, BHPL (Entered at 9:36 a.m.)
Mary Strachan, Board Counsel, Office of the General Counsel, BHPL
Angela Martinez, Office Support Specialist, Multi-Boards, BHPL

Guests: None

Call to Order | Determination of Quorum

Roberlyne Cherfils, Executive Director, called the meeting of the General Session to order at 9:32 a.m. Board members stated their names for the record. A quorum of the Board of Registration of Genetic Counselors was established. Ms. Cherfils provided verbal notice of the recording of the meeting.

Approval of Agenda

The regular session meeting agenda was reviewed. Ms. Cherfils noted two edits to the agenda as presented. Item III – Approval of Minutes for April 4, 2019 would be deferred to the next regularly scheduled Board meeting pending the completion of the April 4, 2019 minutes. She also noted that there would be no Executive Session, and that the items on the Executive Session agenda would be deferred to the next regularly scheduled board meeting.

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: Shelley McCormick, Board Secretary, made a motion to approve the agenda with edits. Allison Cirino, Board member, seconded the motion. The motion was passed unanimously by Board members present.

Document: General Session Board Meeting Draft Agenda - 07/25/2019

Approval of Minutes: DEFERRED

Open Investigations: N/A

Triage: N/A

Staff Assignments: N/A

Complaint: N/A

Flex Session

A. Announcements

2019 Conflict of Interest Law Education Requirements

Ms. Cherfils discussed with the Board members the required conflict of interest training for Department of Public Health Employees, and asked the Board members present to review the email provided in their Board packet which discussed the two required trainings to be completed by October 2019. She also pointed out that the attachments to the documents included directions on how to access their state emails, as well as the training website.

DISCUSSION: Ms. Cirino asked for clarification about how often they were required to complete the trainings. Ms. Cherfils informed that all state employees must complete the trainings within the same cycle. Additionally, she added that even if new employees had recently completed the trainings when they came aboard as Board members, they were required to complete the conflict of interest trainings every year by the requested deadline. Mary Strachan, Board Counsel, provided brief clarification on the trainings.

ACTIONS: No Motion

Document: Email and attachments

B. 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 Registration of Genetic Counselors.

DISCUSSION: Ms. Cirino requested an opportunity to discuss the onboarding of new members to the Board of Registration for Genetic Counselors. Ms. Cherfils confirmed she would add the topic for discussion at the next meeting of the Board.

ACTION: No Motion

Document: None

Executive Session: DEFERRED

65C Session:

Ms. Cherfils announced that the Board would meet in 65C session as authorized pursuant to M.G.L. c. 112, § 65C. The Board would not reconvene in open session subsequent to the closed session(s).

ACTION: Ms. Cirino made a motion to enter into 65C Session at 9:36 a.m. Ms. McCormick seconded the motion. The motion was passed unanimously by Board members present.

Ms. Cirino-yes; Ms. McCormick-yes; Ms. Fleming-yes; Absent-Ms. Sheets; Abstained: None; Opposed: None; Recused: None.

Document: None

Adjudicatory Session: N/A

Adjournment: Motion by A. Cirino, seconded by S. McCormick at 10:06 to adjourn the meeting. All members voted in favor.

The next meeting of the Board of Registration of Genetic Counselors is scheduled for **October 3 2019** in Boston, MA.

Respectfully submitted:

The Board of Registration of Genetic Counselors