**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 26, 2018**

**09:30 a.m.**

**239 Causeway Street ~ 4th Floor ~ Room 419**

# **Boston, Massachusetts 02114**

#### **Agenda**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Time** | **Item #** | **Item** | **Exhibits** | **Staff Contact** |
|  | **I** | **Call to Order** **Determination of Quorum**  |  | Board Chair |
|  | **II** | **Approval of Agenda** | Draft Agenda  | Board Chair |
|  | **III** | **Approval of Minutes**1. April 5, 2017 Minutes
 | Draft Minutes  | Board Chair |
|  | **IV** | **Inquiries:**1. Provisional License Extension Request

1-PGC128: Claire Hacking | E-mail | Board Chair |
|  | **V** | **Initial Application: Good Moral Character**1. Application #841009: Karol Rubin
 | Memo | MS |
|  | **VII** | **Flex Session** 1. Announcements
2. Topics for next agenda
 |  | MS |
|  | **VIII** | **Adjournment-**next Board meeting scheduled for October 4, 2018. |  | Board Chair |

**COMMONWEALTH OF MASSACHUSETTS**

**BOARD OF REGISTRATION IN GENETIC COUNSELORS**

**Board Meeting**

**July 26, 2018**

**239 Causeway Street, Boston, MA 02114**

**Room 421**

**MINUTES**

Board MembersPresent: Kayla Sheets, GC, Genetic Counselor 4, Board Chair

 Lauren Lichten, GC, Genetic Counselor 1, Board Vice Chair

 Shelley McCormick, GC, Genetic Counselor 3, Board Secretary

Board Members Absent: Jillian Fleming, Board Member, Public Member

Staff Present: Vita Berg, Chief Board Counsel, Office of the General Counsel, DPH

Mary Strachan, Board Counsel, Office of the General Counsel, DPH

Jonane Nicolas, Office Support Specialist, Multi-Boards, BHPL

Staff Not Present: Roberlyne Cherfils, Executive Director, Multi-Boards, BHPL

Philip Beattie, Deputy Executive Director, Multi-Boards, BHPL

I. Call to Order - Determination of Quorum

A quorum of the Board was present. Ms. Sheets, Board Chair, called the meeting to order at 9:31 a.m.

II. Review of the Agenda & Conflict of Interest

The Meeting Agenda was reviewed and there was no conflict of interest

DISCUSSION: Ms. Strachan suggested removing Item IV as moot because the licensee had already been issued a full license.

ACTION: Ms. Sheets made a motion to approve the agenda as amended. Ms. Lichen seconded the motion. The motion passed unanimously.

Document: July 26, 2018 Board Meeting Agenda

III. Approval of Minutes:

The Board reviewed the April 05, 2018 minutes.

DISCUSSION: Ms. Lichten suggested making a correction on page 2 of 3 under Item III, in the Document section, to change “fist” to “first” and “off” to “of”. Defer the minutes for the next meeting on October.

ACTION: Ms. Lichten made a motion to defer the minutes with the corrections. Ms. McCormick seconded the motion. The motion passed unanimously.

Document: April 05, 2018 Regularly Scheduled Board Meeting Minutes

IV. Inquiries

 A. Provisional License Extension Request

1. PGC128: Claire Hacking

DISCUSSION: No discussion. Issue was not reviewed per agenda changes.

ACTION: Not Applicable

Document: Draft Provisional License Extension Request

V. Initial Application: Good Moral Character

A. Application # 841009: Karol Rubin

Case was opened due to employer reported discipline.

DISCUSSION: Ms.. Strachan explained to the Board that this individual is applying for a GC license in MA and she holds a license in another jurisdiction. On her license application she disclosed discipline imposed by an employer, and was not related to the applicants practice. The licensing body in her original state of licensure did NOT impose discipline on her license, nor did she disclose any criminal history. In other words, there is no issue around Good Moral Character as required by statute. The licensee was not present but was available by telephone for additional questions. The Board members did not feel additional questions were necessary.

ACTION: Ms. Sheets made a motion to approve the application. Ms. McCormick seconded the motion. The motion passed unanimously.

Document: License application

VI. Flex Session

A. Announcements

DISCUSSION: Ms. Strachan will provide an amended policy for staff action on license applications for the next meeting in October.

ACTION: No Action

B. Topics for next agenda

License Application Checklist

Reciprocity

VIII. Adjournment

There being no other business before the Board, Ms. Sheets made a motion to adjourn the meeting; **Ms. McCormick** seconded the motion. Motion passed with Board members present and voting in favor unanimously. The meeting adjourned at 10:08 a.m.

The next meeting of the Board of Registration of Genetic Counselors is scheduled for Thursday, October 4, 2018, at 9:00 a.m. in Boston, MA.

Respectfully submitted:

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Name Chair Position Date

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Name Vice-Chair Position Date