

**COMMONWEALTH OF MASSACHUSETTS**

**BOARD OF REGISTRATION OF PERFUSIONISTS**

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

**Tuesday, June 4, 2019  
8:30 a.m.**

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

**Agenda**

<b>Time</b>	<b>Item #</b>	<b>Item</b>	<b>Exhibits</b>	<b>Staff Contact</b>
8:30 a.m.	<b>I</b>	<b>Call to Order Determination of Quorum</b>		Board Chair
	<b>II</b>	<b>Conflict of Interest Approval of Agenda</b>	Agenda	Board Chair
	<b>III</b>	<b>Approval of Minutes</b> A. Regularly Scheduled Meeting December 20, 2018	Draft Minutes	Board Chair
	<b>IV</b>	<b>Staff Action Policy:</b> A. License Retirement	Draft Policy	MS
	<b>V</b>	<b>Practice Update:</b> A. Medication Administration under 105 CMR 700: <i>Implementation of M.G.L. c. 94C</i>	Memo	MS
	<b>VI</b>	<b>Flex Session</b> A. Announcements B. Topics for next agenda		RC
12:00 p.m.	<b>VII</b>	<b>Adjournment</b> -Next Board meeting scheduled for September 10, 2019.		Board Chair

**COMMONWEALTH OF MASSACHUSETTS**  
**BOARD OF REGISTRATION OF PERFUSIONISTS**

**BOARD MEETING**  
**December 20, 2018**  
**239 Causeway Street, Boston, MA 02114**  
**Room 418**

**MINUTES**

Board Members: Kevin Lilly, Certified Clinical Perfusionist 1, Chair  
Kyle Spear, Certified Clinical Perfusionist 4, Vice-Chair  
Michelle Tozer, Certified Clinical Perfusionist  
Sary Aranki, M.D., Cardiovascular Surgeon

Board Not Present: Nelson Thaemert, MD., Anesthesiologist, Cardiac  
Anesthesia, Secretary

Staff: Roberlyne Cherfils, Executive Director, BHPL  
Mary Strachan, Board Counsel, Office of the  
General Counsel, DPH

Staff Not Present: None

- I. It was determined that a Quorum of the Board was present and the meeting was called to order at 8:35am.

II. Approval of Agenda

Kevin Lilly reminded the Board to recuse in the event of any conflict of interest with the agenda. Ruby Cherfils asked if there were any conflicts of interest with the proposed agenda but there were not.

DISCUSSION: None

ACTION: Kyle Spear made a motion to approve the agenda. Sary Aranki seconded the motion which passed unanimously.

Document: PF Board Meeting Agenda 12/20/2019

III. Approval of the Minutes

Mr. Lilly asked the Board to review the minutes before them from 12/05/17.

DISCUSSION:

The Board had no edits.

ACTION:

Michelle Tozer moved to approve the 12/5/2017 minutes which was seconded by Mr. Spear. The motion carried unanimously.

Document: PF Board Meeting Minutes 12/05/2017

IV. Board Inquiry

A. Julianne Noble (PL66)

Renewal Application #858531

Mr. Lilly gave an overview of the matter stating there was an application for reactivation of licensure. There was a question of whether the licensee was required to do CEUs based on the statute and regulations.

DISCUSSION: Board Counsel, Mary Strachan provided a summary of the case stating that the license has been expired since 9/1/2015. The licensee provided written request and summary of work since expiration. She submitted the reactivation application with all supporting material for eligibility for reinstatement. Ms. Strachan reviewed statutes on point, MGL 112 section 212 and 213 as well as CMR 267 section 3.08 (1), (2), and (3).

Mr. Spear asked to hear the requirements for initial licensure. Ms. Cherfils read the list of required information for the initial application. The Board was able to confirm that both cases and CEUs are not required at the time of initial licensure. Dr. Aranki asked if cases were completed with 267 CMR 3.08, and because the licensee had a lapsed license, she was not working as a PF and therefore could not complete cases. Ms. Cherfils noted that the matter at hand was whether section 3 was in addition to the requirements for section one under 267 CMR 3.08. Ms. Cherfils clarified that she met the requirements because she took the Board examination over again and is treated as a new licensee. The requirement of the 30 CEU's did not apply but will for her next renewal cycle. Mr. Lilly noted that he felt that based on the language, her application was not subject to section one but rather only section three as renewal was more than two years after expiration of licensure. The Board agreed with his analysis. After the vote, Ms. Cherfils explained the process of approval to the licensee that her file will go out for CORI. It will be approved upon the receipt of the CORI assuming that the results are negative. Dr. Aranki asked that we announce when licensee are present for their matter which Ms. Noble was.

ACTION: Mr. Lilly made a motion to approve application #858531 for reactivation which was seconded by Dr. Aranki. The motion carried unanimously.

Document: Hardcopy of Julianne Noble's application #858531.

V. Staff Action Policy

B. Web Posting

Ms. Cherfils reviewed the Staff Action Policy for the web posting of routine matters.

ACTION: A motion was made by Mr. Spear to adopt the policy which Mr. Lilly seconded. All voted in favor and the motion passed unanimously.

Document: Draft Policy-

VI. Board Elections

Ms. Cherfils reminded the Board that per the statute, board elections must occur annually and then opened the discussion for nominations.

DISCUSSION: Mr. Lilly made the following nominations

Chair, Kyle Spear- Accepted by Kyle Spear

Vice-Chair, Michelle Tozer- Accepted by Michelle Tozer

Secretary, Nelson Thaemert- Absent for Nomination and Vote

Ms. Cherfils will reach out to Dr. Thaemert on his nomination. If he does not accept, the Board will vote at the next available meeting.

ACTION Dr. Aranki moved to accept all of Mr. Lilly's nominations. Mr. Lilly seconded the motion which carried unanimously.

Documents: None

VII. Flex Session

A. Announcement

DISCUSSION: Ms. Cherfils informed the Board members of the EOHHS password reset and provided standards for creating new passwords. She also shared the proposed 2019 meetings dates with the Board also stating that she had spoken to Mr. Thaemert on 12/19/2019. He said he would not be available on March 5<sup>th</sup>, but the meeting could proceed as the Board, with the remaining members, would still have quorum. Ms. Cherfils asked that the Board review the meeting dates and notify the Board staff of any conflict to allow for early reschedules.

B. Mr. Lilly asked the Board if there were any additional topics for next agenda and there were none. Mary then asked if there was an awareness of any legislative items to research to which the Board also replied in the negative.

VIII. Adjourn

There being no further business before the Board, Mr. Spear made a motion to adjourn the meeting. The motion was seconded by Ms. Tozer. The motion passed with Board Members voting in favor unanimously. Meeting adjourned at 8:59am.

The next scheduled meeting of the Board of Registration of Perfusionists is Tuesday, March 5, 2019 at 8:30 a.m. at 239 Causeway Street, Boston, MA.

Respectfully Submitted:

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Kyle Spear, Chair

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Date