Statutory Advisory Board Meeting Minutes

November 16, 2022

Commissioner opens meeting. Four new board members and one reappointment.

Commissioner talked about meetings taking place on Zoom and being recorded during the pandemic. Remote participation allowed during the emergency and extended to July 2022 and then again by Legislature to end of March 2023.

Present for agency:

Commissioner David D’Arcangelo

Deputy Commissioner John Oliveira

Director of Communications Michael Saccone

General Counsel Loran Lang

Members present:

Doctor Blair Wong -

Licensed optician in MA since 1980. Director of Opticianry Program at Benjamin Franklin Institute of Technology. Retired from New England College of Optometry as an Adjunct Professor after 30 years. Blind individual diagnosed in mid-20s.

Kathy Petkauskos –

Director of Work Without Limits. Initiative out of Commonwealth Medicine. Consulting division of UMass Medical. Promote employment for people with disabilities. Provide services to all stakeholders, including businesses, providers, independent individuals, and their family members. Mom of adult child who is legally blind and received services from Commission. Experienced on both personal and professional level.

Colleen Mora –

Integration Development, Mass General Brigham. Previously was at Spaulding. Partnered with MCB for many years on many initiatives. Positive relationship with the Commission. Many interns, many VR placements

Brian MacDonald –

President and CEO of National Braille Press (NBP) in Boston for 15 years. Produces materials in Braille and graphic materials for education, business, billing statements and other materials for the blind and visually impaired.

Doctor Howard Purcell –

President and CEO of New England College of Optometry (NECO). Very dedicated people, significant component of low vision in NECO. Clinic is on the Boston University Campus. Serve all aspects of the community.

Vote for Chair, who sets agenda and liaison between MCB and members regarding the meeting.

Four new members and one with experience. Dr. Purcell “longest standing member.”

Dr. Purcell nominated, seconded, vote unanimous.

Dr. Purcell short thank you.

Commissioner - Statutory Advisory Board (SAB) is advisory per statute. Agenda item - Chapter 6, Section 129.

MCB General Counsel request SAB consider agenda item regarding minutes

Does the Board want to vote on the last two meeting minutes?

One member defers to chair as chair was a member during meetings

Dr. Purcell has no problem and would move forward but recognizes he was the only member present at those meetings. Previous SAB members timed out.

One member asks that minutes refrain from the use of acronyms. Members agree that minutes may contain acronyms if written out first.

One member asks if she can abstain from voting if she does not want to vote.

Answer: Watch recordings of meetings on YouTube.

Quorum is 3.

May withdraw the vote if would like opportunity to watch meetings.

May decide not to vote on the minutes and keep these as drafts.

Chair decides to pause the vote to either approve or leave as draft. Will continue this on agenda for the next meeting. These minutes are not on website until they are approved. May be an exception if the minutes in question are left in draft.

Review statute. Described as an advisory board, but the board decides what that means working with

the Commission. Explains monthly meeting and missing meetings.

Open Meeting Law (OML) discussion

Also discuss Conflicts of Interest (COI)

Refer to materials for the OML

Deliberations discussed.

Talk about communications between members on e-mail.

Administrative matters are not deliberations.

Executive Session within open meeting. This board generally does not fall within Executive Session.

This board is open.

Meetings must be posted to website and notification to Office of Secretary and Executive Office of Administration and Finance (ANF)

48 hours in advance of the meeting, but weekends and holiday do not count.

Be aware of 3-day weekend as much in advance as possible. No less than 3-4 business days.

Send back acknowledgement that have read the OML materials within 2 weeks of swearing in or ASAP after that as possible.

Conflicts of interest (COI)

Summary Conflict of Interests for state employees

Online training

Must do both when start.

Send back the acknowledgement of e-mail with link to the summary. This satisfies state’s obligation.

MCB has sent out e-mails to members except for Dr. Wong. Will send out e-mail.

Commissioner states that Commission is there as a resource.

Briefly discusses Deputy Commissioner left for a meeting.

MCB doing well. In process of hiring Executive Assistant. Hired new Human Resource (HR) Liaison .

Hiring Chief of Staff. A lot of changes in personnel.

Whatever COVID money we have we are instructed to pay out in full

Direct service workers continue to go out into the field.

Discussed meeting dates and times. Will meet on Wednesdays at 12 for 1 hour. Chair acknowledged that might have to move the date and time for other meetings. Will work with MCB.

Generally-

Agenda:

Finance Dashboard

How money is spent, budget

Members added what are some of the pressing issues. Any the agency wants advice on.

Asking comments from public. None.

Motion to adjourn.