

**Commonwealth of Massachusetts**  
**Board of Allied Mental Health and Human Services Professions**  
**Public Meeting**  
April 17, 2020  
1000 Washington Street  
Boston, MA 02118

**Board Members Present:**

Bill Ahearn, Chair  
Susan Egan, Member  
Amy Vercillo, Member  
Heidi Creighton, Public Member  
Kristen Woodbury, Member  
Jacqueline Gagliardi, Member  
Jennifer Paine, Member  
Cynthia Belhumeur, Public Member

**Staff Members Present:**

Bruce Hopper, Deputy General Counsel  
Brian P. Bialas, Executive Director  
Erin Murphy, Associate Executive Director  
Lynn Read, Board Counsel

Pursuant to Governor Charles D. Baker's Executive Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, s. 20, dated March 12, 2020, all board members and staff appeared telephonically.

**Call to Order:** The meeting was called to order at 10:04 a.m.

**Public Meeting Minutes of March 20, 2020**

The minutes for the public meeting of March 20, 2020 were discussed. A motion was made by Ms. Egan, seconded by Ms. Vercillo, to approve the minutes. The motion passed unanimously.

**Executive Session Minutes of March 20, 2020**

The minutes for the executive session of March 20, 2020 were discussed. A motion was made by Ms. Creighton, seconded by Ms. Paine, to approve the minutes. The motion passed unanimously.

**Discussion**

- **Applicant Experience Hours During COVID-19 Outbreak:** In response to the COVID-19 pandemic, the Board discussed a draft "Emergency Policy on Pre-Master's Degree Experience" that would permit LMHC and LMFT candidates who graduate by June 30, 2020 to complete their internships with additional practicum hours and/or additional post-master's degree experience hours. After discussion, a motion was made by Ms. Gagliardi, seconded by Ms. Woodbury, to approve the policy with changes. The motion passed unanimously.

- **Waiver of Live CE Requirement for 2019-2021 Licensing Cycle:** In response to the COVID-19 pandemic, the Board discussed waiving, for the 2019-2021 licensing cycle only, the requirement in its “Use of Home Study and On-Line Programs to Meet the Continuing Education Requirements” policy that 50% of CEs must be in a “live” format. After a brief discussion, a motion was made by Ms. Woodbury, seconded by Ms. Gagliardi, to approve the waiver. The motion passed unanimously.
- **Update on Executive Orders**
  - **Commissioner of Public Health Order Rescinding and Replacing the March 29, 2020 Order of the Commissioner of Public Health Maximizing Health Care Provider Availability:** Ms. Murphy and Ms. Read updated the Board on a new Order from the Commissioner of Public Health that permits temporary licenses for certain out-of-state licensees and temporary reinstatements for certain licensees with expired licenses. These temporary licenses and reinstated licenses are valid during the state of emergency, and, in the case of reinstated licenses, for 90 days thereafter. All of the Board’s license types are subject to this Order.
  - **Executive Order Extending the Registrations of Certain Licensed Professionals:** Ms. Murphy and Ms. Read updated the Board on a new Executive Order that extends the renewal dates for licensees whose licenses expire during the state of emergency until 90 days after the state of emergency ends. This order likely will not affect the renewals of the Board’s licensees because licensees do not renew until December 31, 2021.
- **Pamphlet on Safe Office Practices During COVID-19 Outbreak:** The Board reviewed a pamphlet prepared by the Betsy Lehman Center for Patient Safety, the Board of Registration in Medicine, and the Massachusetts Medical Society regarding safe medical office practices during the COVID-19 pandemic. The Board directed staff to post the pamphlet on the Board’s website.

#### **Investigative Conference** (Closed Session under G.L. c. 112 s. 65C)

At 11:25 a.m., a motion was made by Ms. Woodbury, seconded by Ms. Gagliardi, to exit the open meeting and enter into a closed investigative conference under G.L. c. 112 s. 65C to review settlement offers. The motion passed unanimously by a roll call vote.

During the investigative conference, the board took the following actions:

#### **Settlements:**

2019-000401-IT-ENF (LO):	Direction given to prosecutor
2019-000934-IT-ENF (KL):	Direction given to prosecutor

At 11:54 a.m., a motion was made by Ms. Paine, seconded by Ms. Woodbury, to exit investigative conference and return to open session. The motion passed unanimously.

#### **Adjournment**

At 11:55 a.m., a motion was made by Ms. Woodbury, seconded by Ms. Paine, to adjourn the meeting. The motion passed unanimously.

The above minutes were approved at the open meeting held on May 15, 2020.



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Brian Bialas, Executive Director

**List of Documents Used by the Board at the Open Meeting:**

- Agenda for Meeting of April 17, 2020
- Draft Public Minutes of March 20, 2020
- Draft Executive Session Minutes of March 20, 2020
- Draft Emergency Policy on Pre-Master's Degree Experience
- Commissioner of Public Health Order Rescinding and Replacing the March 29, 2020 Order of the Commissioner of Public Health Maximizing Health Care Provider Availability
- Executive Order Extending the Registrations of Certain Licensed Professionals
- COVID-19 Information for Massachusetts Medical Office Practices Pamphlet