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**Commonwealth of Massachusetts
Division of Professional Licensure
Board of Registration of Allied Mental Health
and Human Services Professions**

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REGULATION

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COMMISSIONER, DIVISION OF
PROFESSIONAL LICENSURE

Public Meeting Minutes

March 19, 2021

Board Members Present:

Bill Ahearn, Acting Chair
Amy Vercillo, Member (arrived at 10:21 a.m.)
Jacqueline Gagliardi, Member (left at 12:00 p.m.)
Ashley Williams, Member
Frank Gomez, Member
Cynthia Belhumeur, Public Member
Susan Egan, Member
Kristen Woodbury, Member
Heidi Creighton, Public Member
Jennifer Paine, Member (left at 12:00 p.m.)

Staff Members Present:

Brian P. Bialas, 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 by videoconference.

Call to Order: The meeting was called to order at 10:06 a.m.

Board Business

- **Public Meeting Minutes of February 19, 2021:** After a brief discussion, a MOTION was made by Ms. Gagliardi, seconded by Dr. Williams, to approve the Public Meeting Minutes of February 19, 2021 as drafted. The motion passed unanimously by a roll call vote.
- **Executive Session Minutes of February 19, 2021:** After a brief discussion, a MOTION was made by Dr. Williams, seconded by Mr. Gomez, to approve the Executive Session Minutes of February 19, 2021 as drafted. The motion passed unanimously by a roll call vote.



- **Ratification of Decisions by Board Staff to Approve Applications:** The Board considered whether to approve the decisions made by staff on applications processed since the last meeting, and discussed reviewing application-processing information on a monthly basis. A MOTION was made by Mr. Gomez, seconded by Ms. Belhumeur, to approve the decisions made by staff on applications processed since the last Board meeting. The motion passed unanimously by a roll call vote.

Ms. Vercillo arrived at 10:21 a.m.

Discussion

- **Application Review Policy and License Fee:** The Board discussed the draft Application Review Policy and a new process for applicants' payment of the license fee. After discussion, a MOTION was made by Ms. Gagliardi, seconded by Ms. Belhumeur, to approve the policy as written. The motion passed unanimously by a roll call vote.

The Board also stated that it would accept a time limit of 30 days to pay the license fee after staff approves an applicant for licensure before an application is closed as incomplete.

- **Advisory Regarding Practicing with Children and Families in Massachusetts Where Parents may be Separated, Divorced, or Never Married:** The Board discussed the Advisory. After a brief discussion, a MOTION was made by Dr. Williams, seconded by Ms. Woodbury, to amend the Advisory to include Licensed Applied Behavior Analysts and Assistant License Behavior Analysts within its scope. The motion passed unanimously by a roll call vote.

The Board suggested distributing the Advisory with the renewal notices that are mailed to licensees this year.

- **CORI Policy:** The Board discussed draft changes to its CORI Policy. After a brief discussion, a MOTION was made by Ms. Woodbury, seconded by Ms. Paine, to approve the changes to the CORI Policy. The motion passed unanimously by a roll call vote.

LMHC Application Reviews – Request for Hearing on Denial of Application

- **Chelsea Shea:** Ms. Shea appeared to discuss documentation of a pre-master's degree experience that she submitted in support of her request for a hearing on the denial of her application. After questioning Ms. Shea, the Board determined that the experience was not an acceptable pre-master's degree practicum because it was not clinical in nature. After a brief discussion, a MOTION was made by Ms. Woodbury, seconded by Ms. Belhumeur, to deny Ms. Shea's request for a hearing on the denial of her application. The motion passed unanimously by a roll call vote.

- **Kristy and Terence Waldron:** The Board directed Ms. Woodbury and Ms. Paine to submit questions to the applicants regarding their submissions so the Board can better assess their request at a future meeting.
- **Runa Khanom:** After a brief discussion, a MOTION was made by Ms. Paine, seconded by Ms. Woodbury, to deny Ms. Khanom's request for a hearing on the denial of her application because she did not complete a pre-master's degree practicum required under the regulations. The motion passed unanimously by a roll call vote.

NCMHCE ESL Accommodation Request

- **Nghia Nelson Le:** After a brief discussion, a MOTION was made by Ms. Paine, seconded by Mr. Gomez, to allow the applicant 50% extra time and the use of a translation dictionary. The motion passed unanimously by a roll call vote.

Monitoring Report

- **Jessica Goldstein, 2019-000635-IT-ENF, 9th Quarterly Monitoring Report:** After a brief discussion, a MOTION was made by Ms. Gagliardi, seconded by Ms. Vercillo, to accept the report. The motion passed unanimously by a roll call vote.

Open Session for Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of Meeting

LMHC applicant Amy Hopkinson asked about her NCMHCE scores. Mr. Bialas directed her to contact NBCC.

Ms. Gagliardi and Ms. Paine left the meeting at 12:00 p.m.

Adjourn Public Meeting, Enter Executive Session, and then Enter Investigative Conference

(Closed Executive Session under G.L. c. 30A, s. 21(a)(7) to comply with G.L. c. 4, s. 7, para. 26(c) and G.L. c. 214, s. 1B to interview an applicant and review sensitive medical information in NCMHCE accommodation requests, and Closed Investigative Conference under G.L. c. 112, s. 65C for a case interview and to review cases)

At 12:00 p.m., a MOTION was made by Ms. Gagliardi, seconded by Mr. Gomez, to: (1) adjourn the public meeting; (2) enter into a closed executive session under G.L. c. 30A, s. 21(a)(7) to comply with G.L. c. 4, s. 7, para. 26(c) and G.L. c. 214, s. 1B to interview an applicant and review sensitive medical information in NCMHCE accommodation requests; (3) then enter into a closed investigative conference under G.L. c. 112 s. 65C for a case interview and to review cases; and (4) then, after investigative conference, not return to the public meeting and adjourn. The motion passed unanimously by a roll call vote.

Executive Session (Closed under G.L. c. 30A, s. 21(a)(7) to comply with G.L. c. 4, s. 7, para. 26(c) and G.L. c. 214, s. 1B to interview an applicant and review sensitive medical information in NCMHCE accommodation requests)

The Board entered executive session at 12:00 p.m. See separate minutes.

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

The Board entered investigative conference at 12:35 p.m.

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

Case Interview

2020-001171-IT-ENF (BS): Interviewed respondent

Cases

2020-001225-IT-ENF (KK): Dismiss
2021-000038-IT-ENF (AH): Dismiss

Adjournment

At 1:44 p.m., a MOTION was made by Mr. Gomez, seconded by Ms. Belhumeur, to adjourn the meeting. The motion passed unanimously by a roll call vote.

The meeting adjourned at 1:44 p.m.

The above minutes were approved at the public meeting held on April 16, 2021.



Brian Bialas, Executive Director

List of Documents Used by the Board at the Public Meeting:

- Agenda for Meeting of March 19, 2021
- Draft Public Meeting Minutes of February 19, 2021
- Draft Executive Session Minutes of February 19, 2021
- Draft Application Review Policy
- Advisory Regarding Practicing with Children and Families in Massachusetts Where Parents may be Separated, Divorced, or Never Married
- Draft CORI Policy
- Documents for LMHC Application of Chelsea Shea
- Documents for LMHC Application of Kristy Waldron
- Documents for LMHC Application of Terence Waldron
- Documents for LMHC Application of Runa Khanom
- NCMHCE ESL Accommodation Request of Nghia Nelson Le
- Jessica Goldstein, 2019-000635-IT-ENF, 9th Quarterly Monitoring Report