

Notice of Meeting and Topics

**Date:** June 28, 2018

**Location:** Room 1D

**Time:** 9:00 AM

**PUBLIC SESSION MINTUES**

**Board Members Present:**

Jay Bernasconi, Chair, PT  
James Zachazewski, Secretary, AT  
Stacy Potvin, PTA  
Stephanie Smith, OT  
Susan Higgins, OT  
Randy Jean PT

**Staff Members Present:**

Peter Kelley, Board Counsel  
Ana Garcia, Executive Director  
Anne Driscoll, Board Investigator

**Members Absent:**

Tom Darisse, OTA  
Jamie Musler, Vice Chair, AT  
Lisa Ayles, AT

**9:00 AM - Housekeeping**

- Meeting Called to order – 9:10 AM
- Facility Briefing (fire drill instructions) + Location of Exits and Restroom

**9:10 AM - Board Business**

- Approve Public & Executive Minutes for May

Background Info

Motion: Approve Public Minutes  
Maker: James Zachazewski Second: Stephanie Smith  
Discussion: Spelling error to be corrected  
Action: Approved with correction  
Vote: Yea: Unanimous

Background Info

Motion: Approve Executive minutes as presented  
Maker: Randy Jean Second: Jay Bernasconi  
Discussion:  
Action: Approved  
Vote: Yea: Unanimous

**9:15 AM-Report from Executive Director**

Executive Director, Ana Garcia will be taking over management of Allied Health Board from Colleen Cavanaugh. Ms. Cavanaugh has been asked to assist with the Board of Public Accountancy and The Board of Veterinarians.

**9:20 AM- Report from Board Counsel, Peter Kelley**

**Motion to enter Executive Session to maintain the confidentiality of medical record information, G. L. c. 30A, § 21(a)(7); G. L. c. 66, § 10; G. L. c. 4, § 7, ¶ 26(c), to discuss litigation strategy, G. L. c. 30A, § 21(a)(3), and to maintain the confidentiality of policy positions being developed by the Board and DPL, G. L. c. 30A, § 21(a)(7); G. L. c. 66, § 10; G. L. c. 4, § 7, ¶ 26(d) Motion made – Jay, Second – Stacy. Following a roll call vote, all in favor, the motion passed.**

**9:35 a.m. Motion to exit Executive Session and enter Open Session made by Jay Bernasconi, second Randy Jean. Following a roll call vote, all in favor, the motion passed.**

**9:30AM – PTCO Interview**

- Elia Darazi- PTCO unable to attend meeting. **Tabled until July.**

**9:45 AM – Compliance Monitoring**

- 2016-000853-IT-ENF-Fast Track PT

Background Info: New materials requested in prior communications to Fast Track have not been submitted to Board. Materials still do not address professional staff.  
Motion: Board rejects materials submitted and requires representatives of Fast Track to attend August meeting with NEW materials, as per Board’s prior and current requests. Materials to be submitted to Board by August 1, 2018. Kevin McGovern and Matthew Klays to attend.  
Maker: Stacy Potvin Second: James Zachazewski  
Discussion  
Action: Approved  
Vote: Yea: Unanimous

- 20091215AH056-IT-ENF (AH-10-056)-Christine Fall

Background Info  
Motion Recommend accept report and terminate probation. Motion: Zach Second: Stephanie  
Maker James Zachazewski Second Stephanie Smith  
Discussion  
Action Approved Motion  
Vote Yea: Unanimous vote

- 2016-001167-IT-ENF-Amanda Spafford

Background Info Submitting courses for pre-approval and seeking termination from probation.  
Motion Accept courses submitted. Total 9.5 hours. Terminate Probation  
Maker Stephanie Smith Second Randy Jean  
Discussion  
Action Approved Motion  
Vote Yea: Unanimous :

- 20111102AH029-IT-ENF (AH-12-029)-Munaf Shaikh

Background Info  
Motion Accept the 11<sup>th</sup> monitoring report, dated 6/14/18. Reduce monitoring requirements to semiannually such that 12<sup>th</sup> report will be due 12/18, two reports in 2019 (June and December). If all accepted, Shaikh may then re-petition for stay of probation at that time.  
Maker James Zachazewski Second Susan Higgins  
Discussion  
Action Approved  
Vote Yea: Unanimous

**10:19 a.m. Motion enter closed session for the purpose of conducting investigative conferences and a settlement conference pursuant to G. L. c. 112, § 65C and an adjudicatory conference pursuant to G.L. c. 30A, § 18, ¶ 5(d), made by Jay and Seconded by Zach. Unanimous.**

**10:35 a.m. A motion to exit closed session and to enter open session passed by unanimous consent.**

During the closed session investigatory conferences, the Board voted to take the following action:

- Consent Calendar accepted
- AH-2018-000042-IT-ENF Forward to prosecutions

**New Business:**

- Open Session for Topics not reasonably anticipated by the Chair 48 hours in advance of meeting
- Administrative – Executive Director will ask if board member Thomas Darisse wants to continue sub-committee role. If not, Susan Higgins can assume that role.

**10:47 a.m. Motion by Jay Bernasconi to adjourn, seconded by James Zachazewski. The motion passed unanimously.**

Respectfully submitted,



Ana Garcia  
Executive Director  
Board of Allied Health