

**Board of Registration in Allied Health Professionals**  
**1000 Washington Street, Boston MA 02118**  
**Public Session Mintues-2<sup>nd</sup> DRAFT**

**Date:** December 20, 2018

**Location:** Room 1D

**Time:** 9:00 AM

**Board Members Present:**

Jay Bernasconi, Chair, PT  
James Zachazewski, Secretary, AT  
Lisa Ayles, AT  
Susan Higgins, OT  
Stephanie Smith, OT  
Randy Jean, PT

**Staff Members Present:**

Kevin Scanlon, General Counsel  
Ana Garcia, Executive Director  
Anne Driscoll, Board Investigator  
Sonia Jordan, Board Administrator

**Absent:**

Jamie Musler, Vice Chair, AT  
Stacy Potvin, PTA

**9:00 AM – Housekeeping – 9:15**

- Meeting Called to order
- Facility Briefing (fire drill instructions) + Location of Exits and Restroom

**9:05 AM - Board Business**

- Review and Approve Public Minutes for November 15, 2018

Background Info	Public Minutes		
Motion	Approve Minutes		
Maker	Susan Higgins	Second	Stephanie Smith
Discussion	Spelling changes completed for misspellings. Correction made and noted that Lisa was recused for part of the meeting due to a conflict.		
Action	Approved with recommended edits		
Vote	Yea: Unanimous	Nay:	Abstain:

**9:10 AM- Report from Executive Director-Ana Garcia**

- Undergraduate Transcripts
  - Confusion regarding what is required for PCS. DPT transcripts supersede undergraduate. Undergrad transcripts not necessary. Ana has spoken with PCS and MGH IHP to clarify.
- FSBPT Regulatory Training
  - Several dates available in 2019 (Month TBD) for any type of board member. Strongly recommend that new board members attend. Interested members to contact Ana.

**9:15 AM - Compliance Monitoring**

- AH-12-029 Munaf Shaikh-Review of 13th Quarterly Report & Approval of CE Courses
  - 13<sup>th</sup> quarterly report submitted for approval.
  - Motion to accept report Stephanie, second Lisa – Unanimously accepted
  - Lisa Ayles motion to accept, Jay Bernasconi second: Motion: Accept 12 hours of pending review of consent agreement and if courses meet the intent of consent agreement they should be accepted. Unanimous approval

**9:30 AM – PTCO Waiver/Conference**

- Gregory Ryan- PTCO waiver

Background Info Request waiver based on less than 4 years’ experience  
 Motion Deny request. Requires more experience  
 Maker Susan Higgins Second Stephanie Smith  
 Discussion Discussion of background. No CV presented. Grad May 2016.  
 Action Application Denied  
 Vote Yea: Unanimous Nay: Abstain:

- Gregory Talbot –PTCO waiver

Background Info Request waiver based on less than 4 years’ experience  
 Motion Table discussion for further board review in January  
 Maker Zach Second Stephanie  
 Discussion Presents with attorney. Discussion of background. There will be no “site” for delivery other than the client’s gym. Cash only, boutique practice. Will have an office for corporate functions, storage of records, etc. Questions raised on how to inspect facility if there is not specific site. Clients will be given copies of all licenses, etc. Further discussion required regarding how this fits into 6.0.  
 Action Approved Motion  
 Vote Yea: Unanimous Nay: Abstain:

**10:15 AM-New Cases [Closed Session pursuant to G.L. c. 112, §65C]: Motion to go into closed session for Investigatory Conference Cases, Settlement Conference and Deliberative Session made by Jay Bernasconi, Second by Randy Jean. Roll call unanimous.**

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

- Review of Subcommittee Consent Calendar
  - Calendar presented to board
- 2018-001016-IT-ENF [JC]- **Fwd to pros**
- 2018-000990-IT-ENF [NP]- **Dismiss w/advisory**
- 2018-001067-IT-ENF [MS]- **Dismiss w/o prejudice**
- 2018-00980-IT-ENF [LBJ]- **Dismiss w/o prejudice**

Background Info Consent calendar presented to board  
 Motion Approve consent Calendar

Maker	Lisa Ayles	Second	Randy Jean
Discussion	Board approves calendar		
Action	Approve Motion		
Vote	Yea: Unanimous	Nay:	Abstain:

**10:30 AM Settlement Conference:** *[closed session pursuant to MGL c. 112, §65C]*  
*Board member Lisa Ayles recused from discussion and exited the room.*

During the Settlement Conference, the Board discussed settlement offers presented by prosecuting counsel.

*10:45 AM Lisa Ayles re-entered the board meeting.*

**10:45 AM Deliberative/Ouasi-Judicial Session [Deliberative Session: Closed Session under G.L. c. 30A, 18, 5(d)]:**

The board reviewed cases in closed session to conduct quasi-judicial deliberations.

At the end of the Deliberative Session, the closed meeting resumed.

**10:52 AM Motion to come out of closed session and into open session made by Lisa Ayles, Second by Susan Higgins. Roll call vote unanimous.**

**10:53 AM Motion to go into Executive Session- Maintaining the Confidentiality of Policy Positions being Developed by the Board and DPL, pursuant to G. L. c. 30A, § 21(a)(7); G. L. c. 66, § 10; G. L. c. 4, § 7, ¶ 26(d) made by Susan Higgins, Second by Randy Jean second. Roll call vote unanimous.**

At the end of the executive session the closed meeting resumed.

**11:30 AM- New Business:**

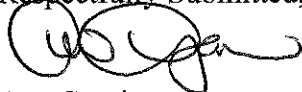
**Motion to come out of closed Executive Session and into open session for New Business made by Stephanie Smith, Second by Randy Jean. Roll call vote unanimous.**

- Open Session for Topics not reasonably anticipated by the Chair 48 hours in advance of meeting
  - Chair acknowledges Jamie Musler for 8 years of dedicated service to the Board
  - Lisa Ayles has expressed that she would like to come off the board when a replacement is found.
  - Governors' crime bill requires board to specify crimes that disqualify granting a license to practice. Division of professional licensure has developed a list/policy that BOAH can use as a guide. It will be posted on web site

**11:46 AM -Adjournment**

**Motion to adjourn by Lisa Ayles, Second Susan Higgins. Unanimous approval.**

Respectfully Submitted,



Ana Garcia  
 Executive Director