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CHARLES BORSTEL  
COMMISSIONER, DIVISION OF  
PROFESSIONAL LICENSURE

## Meeting Minutes

Tuesday, January 22, 2019

9:30 a.m.

Room 1D

**TIME:** 9:30 AM

**PLACE:** 1000 Washington Street  
Boston, MA 02118

**ATTENDANCE:** Melanie Robinson Findlay, Chair  
Dana Zais  
Lauren Gablinkse  
Jeffrey Trant

**ABSENT:** Carla Saccone, Vice-Chair  
Shaynah Barnes

**STAFF:** Erin LeBel, Executive Director  
James O'Connor, Board Counsel  
Matthew Runge, Investigations  
Alan Van Tassel, Investigations

### 9:50 AM Open Meeting

Building Emergency exit procedures announcement were announced

Board reviewed November 27<sup>th</sup> Board meeting minutes. A motion was made by Dana Zais and seconded by Jeff Trant to accept the Board and Executive Session minutes. Motion passed unanimously.

### Investigative Conference (closed to the public):

At 10:00 AM, Dana Zais moved to suspend the open meeting and go to into investigative conference pursuant to M.G.L. Chapter 112, Section 65C. Motion was seconded by Lauren Gablinske and passed unanimously. It is estimated that the Board will return to open session in approximately 60 minutes.



### **Investigative Conference:**

While in closed session the Board made the following decisions

SW 2018-000869-IT-ENF Dismiss  
SW 2018-000835-IT-ENF Dismiss  
SW 2018-000873-IT-ENF Tabled for additional information  
SW 20160624SW059 Counter offer discussed and denied  
SW 2019-000026-IT-ENF Refer to the Office of Prosecutions  
SW 2018-000704-IT-ENF Tabled  
SW 2018-000940-IT-ENF Tabled  
SW 2018-000974-IT-ENF Tabled

**Executive Session** A motion was made by Dana Zais to enter Executive Session for the purpose of good moral character review, pursuant to G.L. c 30A, §21(a)(1). Motion was seconded by Jeff Trant, and motion was passed unanimously through a role call vote, Yes: Zais, Trant, Gabliniske, Robinson-Findlay.

**Closed Quasi-Judicial Session:** A motion was made by Dana Zais to enter closed session for the purpose of reviewing Final Decision and Order pursuant to G.L. c. 30A, §18 Motion was seconded by Jeff Trant, and motion was passed unanimously

### **Discussion Items:**

1. Board reviewed updated CORI Policy, per advice of board counsel. After review and discussion, a motion was made by Dana Zais to adopt the updated version of the CORI Policy. This motion was seconded by Melanie Robinson-Findlay, and passed unanimously.
2. Board reviewed petition for termination from probationary status from DA. Board agreed to invite her into next meeting.
3. Meeting Adjourned at 11:55. Review of cases continued in Investigative Conference Committee as delegated by the Board.

Respectfully Submitted,



Erin LeBel, MS, LICSW  
Executive Director