

STATE OF NEW JERSEY
DIVISION OF CONSUMER AFFAIRS
GENETIC COUNSELING ADVISORY COMMITTEE

140 E. Front Street, Trenton , NJ
2nd Floor Conference Room One

PUBLIC SESSION MINUTES
JULY 27, 2010

The inaugural meeting of the New Jersey Genetic Counseling Advisory Committee was held on Tuesday, July 27, 2010 at the Board of Medical Examiners' Office, 140 East Front St., 2nd Floor Conference Room , Trenton NJ . The meeting commenced at 10:00 am for the primary purpose to introduce the newly appointed Committee members and to provide guidelines for the Committee as it begins to establish the Regulatory scheme for Genetic Counseling in New Jersey.

I. ROLL CALL:

Present included : Larry Demarzo, Deputy Director , Division of Consumer Affairs
Burt Liebman , Director of Legislative & Regulatory Affairs
Sandra Dick, S.D.A.G. , Division of Law
William Roeder , Executive Director, Board of Medical Examiners
Newly Appointed Committee Members:
– Elena Ashkinadze M.S.
– Kathleen Barnes, M.S. , CGC
– Erynn Gordon-Fishman, M.S., CGC
– Allan Fisher M.D.
Ian M.Orr , Executive Director , Genetic Counseling Advisory Committee

Excused :

Deborah Shane-Held , Regulatory Analyst, Genetic Counseling Advisory Committee

II. OATH OF OFFICE :

S.D.A.G. Sandra Dick administered the Oath of Office to the Committee members. Signatures of Committee members were notarized by Board of Medical Examiners Executive Director, William Roeder.

III. MINUTES :

(i) Welcome & Introduction of Participants :

— Division of Consumer Affairs, Deputy Director DeMarzo welcomed the Committee members and thanked them all for their willingness to serve. He encouraged the Committee to establish a meeting calendar and noted the importance of meeting attendance .

III. MINUTES (Cont'd) :

(ii) Overview of Board Functions / Housekeeping Information :

– Exec. Director Roeder explained the structure of the many Committees that come under the Board of Medical Examiners and described the role of the Board of Medical Examiners Administrative office to provide administrative support to the Genetic Counseling Advisory Committee and thereby assist the Committee in fulfilling its responsibilities of setting standards of qualification, education, training, and experience for those persons seeking to practice and be licensed as genetic counselors. It was explained to the Committee that the meetings would be ‘open’ to the public but there may be occasions during a meeting, when it would be appropriate to move to ‘closed’ session. It was described that typical occasions where it would be appropriate to move to ‘closed session’ might include: to seek advice of counsel; to discuss contractual issues or to discuss any issues that may result in any litigation. It was further explained that Committees of the Board make recommendations for review and approval by the State Board of Medical Examiners.

– Executive Director Roeder confirmed :

- Sandra Y. Dick, Senior D.A.G., Section Chief, Division of Law, is assigned as Counsel to the Genetic Counseling Advisory Committee (G.C.A.C.).
- Ian M. Orr of the Board Administrative office is to serve as Executive Director to the Genetic Counseling Advisory Committee (G.C.A.C.)
- Deborah Shane-Held is assigned as Regulatory Analyst to the Committee.

(iii)- Election Of Officers :

-- Upon motions made & seconded, Committee members were elected to the following posts :

Chairperson : Elena Ashkinadze, M.S.
Vice-Chairperson: Erynn Gordon-Fishman, M.S., CGC
Secretary: Kathleen Barnes M.S., CGC

(iv)- Discussion of Regulations:

- Director of Legislative & Regulatory Affairs, Burt Liebman, reviewed the basic tenants of the regulatory process and summarized the typical issues that the Committee will need to address in establishing regulations pertinent to licensure of Genetic Counselor’s in New Jersey. As a minimum, regulations will address: standards for education and experience for licensure eligibility; scope of practice for licensees; fees for licensure.

III. -MINUTES (Cont'd):

(iv) Discussion of Regulations:

- Committee members engaged in preliminary discussions to begin to establish a plan of how best to approach the development of the regulatory scheme for Genetic Counselors.
- Chairperson Elena Ashkinadze proposed that a schedule of meeting dates be established to assist members planning . Members indicated preferred meeting dates would likely be Fridays (& /or Thursdays) early in the month. Executive Director Orr agreed to prepare a proposed schedule of meeting dates for 2010/2011 to be reviewed at the next Committee meeting.

- To the extent that it may assist in development of licensure regulations , Vice Chair, Erynn Gordon- Fishman volunteered to provide Committee members with copies of the American Board of Genetic Counseling accreditation standards for graduate programs in genetic counseling

- Copies of 'Draft Rules' for Genetic Counselors being developed in sister states , including Massachusetts , Indiana and Washington were distributed to committee members for their review and to serve as a possible aid in developing New Jersey regulations.

- To illustrate how certain issues such as the evolution of 'endorsement exams' has been handled within the regulations for physicians, Ian Orr agreed to forward copies of Medical Board statutes and regulations.

(v) Next Meeting :

- The next meeting was proposed to take place on Friday, Sept. 10. (It was subsequently determined that Committee members had conflicts on that date & the 'next meeting' was scheduled for Friday , October 1, 2010 @ 10:00am. in Trenton at the Medical Board Administrative office 140 East Front Street.) .

RATIFIED BY COMMITTEE - 1/7/11