

OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION  
BOARD OF REGISTRATION OF MEDICAL TECHNICIANS



MINUTES of November 7, 2019

The November 7, 2019 meeting of the Board of Registration of Medical Technicians convened at 8:41 a.m. with the following members present:

Cynthia Gray, RN, Chair  
William Clutterbuck, MD  
Arthur Yan, MD  
Sarah Wilder, Med Tech

Absent: None

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The Board voted on a motion from Arthur Yan with a second by William Clutterbuck to approve the minutes of October 1, 2019, as amended.

**QUALIFICATIONS AND REGISTRATIONS**

1. **REGISTRATION REQUESTS**

The Board approved the following applications for registration on a motion from Sarah Wilder with a second by William Clutterbuck:

Patricia G. Booker  
Sara J. Givent  
Kirsten B. Metivier  
Jayla L. Paquette  
Kristen M. Paquette  
Gina M. Porter  
Kirstie M. Patch  
Caleb L. Stiller

**ADMINISTRATIVE**

2. The Board discussed the reporting from hospitals of individuals disciplined or terminated for HIPPA violations or being tardy from work. The Board voted on a motion from Sarah Wilder with a second from William Clutterbuck to have their Administrator do an initial review of the reports and if the reports are for the following reasons send acknowledgement letter and not put them on the Boards Agenda. All reports will be kept on file and the Board's Administrator has the discretion to bring the report to the Board is he or she feels it may need additional review.

- HIPPA violations with or without termination; and
- Tardiness without termination.

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**ADJOURN:** The Board voted on a motion from William Clutterbuck with a second by Sarah Wilder to adjourn at 9:19 a.m.

Minutes respectfully submitted by Tina M. Kelley, Administrator.

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Cynthia Gray, RN, Chair

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at meeting dated

11/07/19

Motion to commence non-public session:

On the motion of William Clutterbuck with a second by Arthur Yan, the Board voted to conduct a non-public session for the purpose of discussing investigations of alleged licensee misconduct and noting that such a non-public session is authorized by RSA 91-A: 3, II (c), RSA 91-A: 3, II (e), RSA 91-A: 5, IV, *Lodge v. Knowlton*, 119 N.H. 574 (1978), and the Board's executive and deliberative privileges. Each member recorded his or her vote on the motion, which passed by the unanimous vote of all members present.

NON-PUBLIC SESSION:

[Minutes kept separately]

Motion to keep minutes of non-public session confidential:

Upon the motion of Arthur Yan with a second by Sarah Wilder, the Board voted to withhold and seal the minutes of the preceding non-public session from public disclosure pursuant to RSA 91-A: 3, III on the grounds that public disclosure would be likely to affect adversely the reputation of a person other than a Board member and to render the proposed action ineffective. Each member recorded his or her vote on the motion, which passed by the unanimous vote of all members present.