

# MINUTES

## South Carolina Board of Genetic Counselors

### WEBEX/TELECONFERENCE BOARD MEETING

Tuesday, January 21, 2025 – 10:00 a.m.

#### **Board Members Present**

Allison Bellomo, Chairperson  
Sarah Pass, Vice Chair  
Amy Dobson  
Kimberly Foil

#### **Absent Member**

None

#### **LLR Staff Members Present**

Brandy Duncan, Esq., Board Advice Counsel  
Amelia Leeks, Office of Investigations  
Ratisha Brisbon, Office of Investigations  
David Escalante, Office of Investigations  
Samantha Sanders, Office of Investigations  
Erica Williams, Office of Disciplinary Counsel  
Theresa Brown, Health and Wellness Program Manager  
Pam Dunkin, Board Executive  
Shaun Strother, Program Coordinator

#### **Other**

Tina Behles, Capital City Court Reporter

**Public Notice of this meeting was properly posted at the office of the South Carolina Board of Genetic Counselors, Synergy Business Park, Kingstree Building, 110 Centerview Drive in Columbia, South Carolina and posted on the Board's website and provided to any requesting persons, organizations, or news media in compliance with Section 30-4-80 of the 1976 South Carolina Code, as amended, relating to the Freedom of Information Act. A quorum is noted as present. All votes referenced herein were unanimous unless otherwise indicated.**

*NOTE: These Minutes are a record of the motions and official actions taken by the Board and a brief summary of the meeting.*

#### **Meeting Called to Order**

Mrs. Bellomo, Board Executive called the meeting to order at 10:00 a.m.

#### **Approval of the Agenda**

#### **MOTION**

On the motion of Mrs. Bellomo, seconded by Ms. Foil, the board voted unanimously to approve the agenda. The motion passed.

## **Approval/Disapproval of Absent Board Members – No absentees**

**Approval of Minutes:** September 6, 2024

### **MOTION**

On the motion of Mrs. Bellomo, seconded by Ms. Pass, the board voted unanimously to approve the minutes. The motion passed.

**Chairperson Remarks:** Mrs. Bellomo

Mrs. Bellomo addressed the board. Dr. Surka will be present at the next upcoming board meeting.

- **Introduction of new board member, Dr. Aqil E. Surka**

### **Administrative Reports**

#### **a Board Executive Reports/Remarks – Pam Dunkin**

- Introduction of new Advice Counsel, Brandy Duncan:  
Ms. Dunkin introduced the new Advice Counsel to the board.
- Update on Proposed Regulations:  
Ms. Dunkin provided the board an update on the proposed regulations.
- Statement of Economic Interest Reports – Due by March 30, 2025  
Ms. Dunkin addressed the board regarding filing the statement of economic interest and the deadline.
- IRC Member Nominations Reminder  
Ms. Dunkin addressed the board regarding IRC nominations. The board had a brief discussion and a vote on nominations will be made at the next upcoming scheduled board meeting.
- 2025 New Mileage Rate  
Ms. Dunkin provided the new mileage rate for informational purposes only.
- Review List of New Licensees Issued 9/19/24 to 1/14/2025  
Ms. Dunkin provided the new licensees list for informational purposes only.
- Number of Active Licensees as of 1/14/2025  
Ms. Dunkin provided the active list of licensees for informational purposes only.

### **New Business**

#### **a. Board Member Training on Travel Process – Pam Dunkin**

Ms. Dunkin addressed the board regarding board member training and the travel process.

#### **b. Upcoming Travel Meetings – Discussion, Vote and Attendees**

- 2025 U.S. Food and Drug Administration (FDA) and National Institutes of Health (NIH) Rare Disease Day:  
February 27-28, 2025

The board discussed the upcoming travel meeting.

#### **c. Discussion and Vote: Hearing Officers**

### **MOTION**

On the motion of Mrs. Bellomo, seconded by Ms. Dobson, the board voted unanimously to approve Angie W. Lichty and Amelia C. Wardyn as hearing officers. The motion passed.

### **Reminder of 2025 Board Meeting Dates**

- April 29, 2025 – Tuesday
- July 29, 2025 – Tuesday
- October 28, 2025 – Tuesday

**Public Comments:** There were no public comments presented.

**Future Meeting Topics:** There were no future meeting topics discussed.

**Adjournment**

**MOTION**

On the motion of Mrs. Bellomo, seconded Ms. Dobson, the board voted unanimously to adjourn. The motion passed. There being no other business, the meeting was adjourned at 11:00 a.m.