

MINUTES

South Carolina Board of Genetic Counselors October 28, 2025 – 10:00 a.m. Via Virtual Video/Teleconference

Board Members Present

Sarah Pass, Vice Chair
Amy Dobson
Kimberly Foil
Dr. Aqil E. Surka

Absent Member

Allison Bellomo, Chairperson

LLR Staff Members Present

Brandy Duncan, Esq., Board Advice Counsel
Pam Dunkin, Board Executive
Shaun Strother, Program Coordinator

Other

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, Kingtree 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

Sarah Pass, Vice-Chair, called the meeting to order at 10:15 a.m.

Approval of the Agenda

MOTION

On the motion of Dr. Surka, seconded by Ms. Dobson, the board voted unanimously to approve the agenda. The motion passed.

Approval/Disapproval of Absent Board Members

MOTION

On the motion of Ms. Dobson, seconded by Dr. Surka, the board voted unanimously to approve the absence of Allison Bellomo, Chairperson. The motion passed.

Approval of Minutes: July 29, 2025

MOTION

On the motion of Dr. Surka, seconded by Ms. Foil, the board voted unanimously to approve the minutes without any amendments. The motion passed.

Vice-Chair Remarks: Sarah Pass

Ms. Pass addressed the board.

Administrative Reports

Mrs. Dunkin presented the reports as information only.

a Board Executive Reports/Remarks – Pam Dunkin

- Finance Report
- Review List of New Licensees Issued 7/8/2025 to 10/2/2025
- Number of Active Licensees as of 10/2/2025

New Business

a. Board Member Reports – Conference or Meetings Attended

- South Carolina Genetic Counseling Society Conference (Hybrid):
October 10, 2025 in Charleston, SC (MUSC)

Advice Counsel, Brandy Duncan attended the conference virtually and Ms. Pass in-person. She addressed the board and provided the board with information on topics discussed at the conference, such as. different type of cancer treatments and mental health issues. Ms. Pass agreed with Ms. Duncan on the content shared with board.

- American Society of Human Genetics (Hybrid):
October 14-18, 2025 in Boston, MA

No attendees.

b. Discussion and Vote: Expert Reviewers - Ratisha Brisbon

Board Executive, Pam Duncan addressed the board.

MOTION

On the motion of Ms. Dobson, seconded by Dr. Surka, the board voted unanimously to approve Gail Stapleton as an expert reviewer for the board. The motion passed

c. Discussion and Vote: Legislative Liaison Contact and Co-Contact

MOTION

On the motion of Ms. Pass, seconded by Dr. Surka, the board voted unanimously to approve Ms. Dobson as Legislative Liaison Contact and Ms. Foil as Co-Contact. The motion passed.

Old Business

a. **Discussion and Vote:** 2026 Board Meeting Date (First Meeting of the Year)

MOTION

On the motion of Dr. Surka, seconded by Ms. Foil, the board voted unanimously to approve Tuesday, February 3, 2026 as the first meeting date of the year. The motion passed

Future Meeting Topics:

No future meeting topics discussed.

Public Comments: None.

Adjournment

There being no other business, the meeting was adjourned at 10:45 a.m.