

**Town of Acton  
Commission on Disabilities (COD)  
Executive Session  
MINUTES**

**Tuesday, January 16, 2018  
Town Hall, Room 126**

**Present:**

Full Members: Mady Harvey (Chair), Lisa Franklin, Nancy (Ann) Corcoran, Danny Factor, Leslie Johnson.

Associate Members: Joan Burrows, Franny Osman

Others: Xxxxx and Yyyyy (family member of Xxxxx)

In regular session , the commission voted 4-1 to go into executive session. Executive session commenced at 11:00. Once in executive session, the commission voted unanimously to allow Xxxxx and Yyyyy (a family member of Xxxxx) to attend.

The September, 2017 and October, 2017 Executive Session minutes were approved unanimously.

Danny presented the draft letter to Acton Medical Associates (AMA) that the COD requested at the last executive session.

The letter requests that AMA strongly consider:

1. Creation of a policy governing all staff interactions with people with disabilities, including but not limited to mental health disabilities.
2. Creation of a training program in which staff is educated in respect to interactions with people with mental health disabilities.
3. Creation of a policy that creates objective and non-discriminatory standards governing the termination of patients, which should be an extremely rare occurrence.
4. Creation of a policy in which patients subjected to any adverse action—including but not limited to termination—are given detailed written notice as to the reason for said action and a possibility to appeal the decision via a hearing.
5. Consideration to re-admit Xxxxx as a patient, or in the alternative, providing Xxxxx with written notice of the reason for his termination based on an objective standard, inclusive of reasonable opportunity for Xxxxx to appeal said decision; and a written apology to Xxxxx for the way that AMA summarily undertook action without putting greater thought into both the process that AMA undertook, and the effect that such a decision did patently effect upon a person with a mental illness.

Danny made a motion to approve the letter with minor revisions, and send it. (The request for an apology was made a separate request (number 6) and other small changes in wording were made for clarity sake.) Lisa proposed to amend the motion to say that 1. The COD would send the letter with the proposed revision and 2. Specific COD advocacy on behalf of Xxxxx's matter would end with the sending of the letter.

Danny asked if the COD would still have the right to discuss in public the matter that took place with Acton Medical Associates (without mention of Xxxxx's name). There was general agreement that the answer to this question was yes. The amendment and motion were then approved unanimously by the COD, and also with the support of Xxxxx and Yyyyy, with the understanding that the COD will still have the right to discuss in public the matter that took place with Acton Medical Associates (without mention of Xxxxx's name.)

Franny will prepare redacted versions of minutes and the approved minutes with Xxxxx and Yyyyy's names and other personal information about them removed. It was agreed, including, by Xxxxx that the name of the medical office, Acton Medical Associates, will not be redacted from the minutes or from the redacted version of the letter.

The COD voted unanimously to adjourn at [time not recorded].

Documents distributed: Letter from COD to Acton Medical Associates (redacted with Xxxxx's personal information removed).