

**Board of Registration of Dispensing Opticians  
Public Session Minutes**

**Date: November 2, 2022 Time: 10:00 a.m.**

**A public meeting of the Massachusetts Board of Registration of Dispensing Opticians (“the Board”) was held via Videoconference and Conference Call pursuant to Chapter 22 of the Acts of 2022, signed into law on February 12, 2022.**

**Board Members Present:**

William Carleton, Board Chair  
Mark Davini, Board Secretary  
Jesse Ellis  
Deborah Black  
Alicja Prachanronarong

**Staff Present:**

John High, General Counsel  
Thomas F. Burke, Executive Director

Board Chair, William Carleton, called the meeting to order at 10:14 am and established a quorum via calling attendance: William Carleton, Jesse Ellis, Deborah Black, Alicja Prachanronarong, and Mark Davini. All members participated remotely via Microsoft Teams.

**Housekeeping:**

- Mr. Burke advised members of the public to mute their volume and utilize the hand function to address the Board. He asked that members of the public turn off their cameras during the meeting and when not directly addressing the Board.

**Board Business:**

- **Report from Executive Director, Thomas Burke:** Mr. Burke reminded the Board members to follow the emailed instructions to set up state-issued email accounts in order to conduct Board business after the transfer to the Bureau of Health Professions Licensure (“BHPL”) in the Department of Public Health.

**Board Minutes:**

- Public Meeting Minutes from October 5, 2022: **Mr. Ellis moved to accept the minutes amended by Dr. Davini to show that Ms. Prachanronarong abstained in the roll call vote in the review of Ms. Gelinas’s application. Dr. Davini seconded. The motion to accept the amended October 5, 2022 minutes passed by a roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Yes”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.**

**Apprentice Extension Request:**

*Faye Sosnowski* – Ms. Sosnowski began her apprenticeship in 2014. At that time, she had passed the ABO but not the NCLE. Ms. Sosnowski took the NCLE in November, 2018 but failed to achieve a passing score. She appeared with her sponsor, Dr. Lauren Dickerman, to request an apprentice extension from the Board on March 6, 2019 and Dr. Dickerman expressed confidence in Ms. Sosnowski’s ability to complete the

apprenticeship program. After discussion, the Board voted to grant Ms. Sosnowski a one-year extension of her apprenticeship on the condition that she take the NCLE every time it is available.

Subsequently, Ms. Sosnowski passed the NCLE in May 2019 and the Massachusetts practical exam in January 2022. Her apprenticeship expired in March 2020. Her application is included in the Board packet for review. Ms. Sosnowski requests a second extension so that she may receive her apprentice completion certificate. Upon receipt of her certificate, Ms. Sosnowski appears to meet requirements for licensure.

**After discussion, Dr. Davini moved to grant Ms. Sosnowski an extension of her apprenticeship until January 31, 2023 so that she may receive her apprentice completion certificate. Ms. Prachanronarong seconded. Motion passed by a roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Yes”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.**

### **Application Review:**

At 10:31 a.m., the Board was scheduled to meet with applicants for licensure and reviewed applications and additional documentation. Below is a list of the candidates for review and the motion and roll call vote for each:

**Rob Volpe – Deborah Black recused herself from review and discussion of this matter and left the meeting. After review of Mr. Volpe’s application, Mr. Ellis moved to direct Mr. Volpe and his supervising mentor to follow up with the Division of Apprentice Standards so that he may obtain his apprentice completion certificate and to grant Mr. Volpe an apprentice extension until January 31, 2023. Ms. Prachanronarong seconded. Motion passed by a roll call vote: Ms. Black: “Recused”, Mr. Ellis: “Yes”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.**

**Rachel Miller – After review of Ms. Miller’s application, Mr. Ellis moved to table review so that Ms. Miller may correct her verification of hours and submit evidence of completion. Ms. Black seconded. Motion passed by a roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Yes”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.**

**Mr. Ellis moved to grant Ms. Miller an apprentice extension until January 31, 2023. Ms. Prachanronarong seconded. Motion passed by a roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Yes”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.**

**Mr. Ellis moved to amend the first motion to instruct Ms. Miller to correct her verification of hours, provide evidence of training, and to direct her and her supervising mentor to meet with the Board when she submits her revised hours. Ms. Black seconded.**

**Motion passed by a roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Yes”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.**

Chris Huxtable – **After review of Mr. Huxtable’s application, Mr. Ellis moved to approve her for licensure. Ms. Black seconded. Motion passed by a roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Yes”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.**

### **Discussion:**

- **Board Meeting Schedule 2023** – The Board accepted the 2023 meeting schedule amended to correct the December meeting date. No vote was taken.
- **Optical Training Institute – RTI review** – The Board reviewed the optician training curriculum offered by the Optical Training Institute (“OTI”). Ms. Black provided comments based on the meeting she and Mr. Burke conducted with OTI. She noted that classroom instruction includes the subject matter in the Board’s regulations that is required for apprentice opticians in Massachusetts. She noted that the cost of the program is approximately \$900 not including the costs of books and study materials. **After discussion, the Board expressed interest in comparing the OTI curriculum with national standards and Mr. Ellis moved to table further discussion. Ms. Black seconded. The motion passed by a roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Yes”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.**

### **Open session for topics not reasonably anticipated 48 hours in advance meeting**

The Board addressed questions from members of the public:

Dr. Melda Gerow requested guidance on the role of optometrists and supervising mentors for apprentice opticians. Mr. Burke noted that Board Counsel York is reviewing the matter.

Mr. James Russo requested guidance on what employment is warranted for individuals who work under the CEPA agreement. The Board took under advisement,

Mr. Randall Smith queried the Board on protocol and standards for Apprentice Standards and Board approval of training curriculum in Massachusetts. The Board will consider at a subsequent meeting.

Mr. Blair Wong provided an explanation on the development of the CEPA agreement for students to work as opticians in Massachusetts. He noted that the agreement expires six months after the conferral of degree date. Mr. Wong encouraged the Board to review national standards and existing guidelines approved for use in Massachusetts.

**At 12:13 p.m., Mr. Ellis made a motion, seconded by Ms. Black to adjourn the public meeting and to enter into closed session to conduct investigatory conferences, pursuant to G.L. c. 112, §65C, and at the conclusion of the closed session, not return to the public meeting. The motion passed by a roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Yes”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.**

**Cases, Investigative Conference, Settlement Offers [Closed session pursuant to G.L. c. 112 §65C]:**

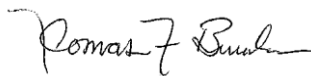
During the closed session, the Board took the following action:

- 2022-000664-IT-ENF – Dismissed.

**Adjournment:**

- **At 12:31 p.m. Dr. Davini moved to adjourn the meeting. Mr. Ellis seconded. Motion passed by a roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Yes”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.**

Respectfully Submitted,



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Thomas F. Burke  
Executive Director

**Documents used in the open meeting:**

- Agenda for DO Board Meeting of November 2, 2022
- Public Meeting Minutes from October 5, 2022
- Applications for R. Volpe, R. Miller, C. Huxtable (protected personal data redacted)
- Apprentice Extension Request for F. Sosnowski (protected personal data redacted)
- Optical Training Institute program overview