

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

Date: December 7, 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:

Sheila York, Board Counsel
Lauren McShane, Chief Investigator
Lauren Nelson, Deputy Bureau Director
Thomas F. Burke, Executive Director

Board Chair, William Carleton, called the meeting to order at 10:05 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:** No report.

Board Minutes:

- Public Meeting Minutes from November 2, 2022: **Dr. Davini moved to accept the minutes and Mr. Ellis seconded. The motion to accept the amended November 2, 2022 minutes passed by a roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Yes”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.**

Application Review:

At 10:12 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:

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

Subsequently, the Board instructed staff to invite Ms. Lino to meet with the Board to discuss her work experience during the period after she completed her apprenticeship.

Robert Volpe – Deborah Black recused herself from review and discussion of this matter and left the meeting. The remaining Board members met with Mr. Volpe to review and discuss his application for licensure. Board Counsel advised the Board that the Division of Apprentice Standards (“DAS”) submitted a verification of hours statement for Mr. Volpe. In view of the statement, Counsel advised Board that Mr. Volpe may proceed with review. After review of Mr. Volpe’s application, Mr. Ellis moved to approve her for licensure. Dr. Davini seconded. Motion passed by a roll call vote: Ms. Black: “Recused”, Mr. Ellis: “Yes”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.

Following the Board’s vote to approve Mr. Volpe for licensure, Counsel for DAS stated that an apprentice completion certificate will be delivered to Board staff to be signed and included with Mr. Volpe’s application.

Discussion:

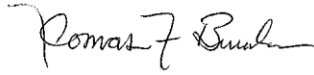
- Review of Optical Training Institute to determine if it meets requirements for Related Classroom Instruction under 235 CMR 4.05(2) – **The Board met with representatives of the Optical Training Institute (“OTI”) to discuss its proposed curriculum. The Board inquired whether the OTI curriculum would be approved for test preparation or related classroom instruction. Mr. Diener of OTI responded that the organization is seeking approval for both classroom instruction and test preparation. Mr. Diener noted that the OTI curriculum includes customer conflict resolution instruction for enrolled registrants. In response to the Board’s questions, he stated that course completion is anticipated within two years. He noted that the Institute initially sought approval from DAS but was advised to begin review with the Board. The Board expressed an interest in reviewing the OTI curriculum in light of national standards, specifically, the Career Progression Program administered by the National Academy of Opticianry (“NAO”). After further discussion, Mr. Ellis moved to table further discussion. Ms. Prachanronarong 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

Adjournment:

- At 12:31 p.m. Mr. Ellis moved to adjourn the meeting. 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”.

Respectfully Submitted,



Thomas F. Burke
Executive Director

Documents used in the open meeting:

- Agenda for DO Board Meeting of December 7, 2022
- Public Meeting Minutes from November 2, 2022
- Applications for P. Lino and R. Volpe, (protected personal data redacted)
- Optical Training Institute program overview