

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

**Date: April 5, 2023 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  
Thomas F. Burke, Executive Director  
Margaret McKenna, Board Staff

**Housekeeping:**

- In lieu of Board Chair, William Carleton, Mr. Burke called the meeting to order at 10:08 am and established a quorum via calling attendance: Jesse Ellis, Deborah Black, Alicja Prachanronarong, and Mark Davini. All members participated remotely via Webex by Cisco. Mr. Carleton joined the meeting at 10:10 a.m.
- Mr. Burke advised members of the public to mute their volume and utilize the raise 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 reported that the emergency order granting permission to meet via videoconference and conference call was extended through early 2025. As a result, future Board meetings may occur via videoconference and conference call on the Cisco Webex platform.

**Board Minutes:**

- Public Meeting Minutes from March 1, 2023: **Dr. Davini moved to accept the minutes and Mr. Ellis seconded. The motion to accept the March 1, 2023 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:**

*Sarah Derome* –Ms. Derome began her apprenticeship in 2017. At that time, she had passed the ABO but not the NCLE. She acknowledged that she has not taken any of the required exams. She cites health reasons and the onset of Covid-19 for the delay, which necessitated a leave of absence. She reported that her current supervising mentor is Brooke Casey and is employed at the Gardner Massachusetts Walmart

Vision Center. Ms. Sosnowski requests an extension so that she may take and pass the required exams and receive her apprentice completion certificate.

**After discussion, Mr. Ellis moved to grant Ms. Derome an extension of her apprenticeship until August 2, 2023 on the condition that she provide evidence of that she has taken one of the required exams or achieved a passing score on one of the required exams. 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”.**

*Rachel Miller* – Ms. Miller appeared before the Board to request an additional apprenticeship extension. Ms. Miller first appeared before the Board in November 2022 at the review of her application for licensure. At that time, The Board instructed Ms. Miller to receive additional training in deficient tasks and duties so she may correct her verification of hours and receive additional training and instructed her to meet with the Board on January 4, 2023. In January, Ms. Miller appeared again before the Board to request an apprentice extension so that she may have additional time to receive training in the deficient tasks and duties first identified by the Board. Ms. Miller appeared on April 5, 2023 to request a second apprentice extension so that she may receive additional training.

**After discussion, Mr. Ellis moved to grant Ms. Miller an extension of her apprenticeship until August 2, 2023 granted that she complete her training in the required tasks and duties barring any extenuating circumstances. 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”.**

### **Application Review:**

At 10:35 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:

Zachary Coles – – Deborah Black recused herself from review and discussion of this matter and left the meeting. The remaining Board members met with Mr. Coles to review and discuss his application for licensure. **After review of Mr. Coles’ application, Mr. Ellis moved to approve him for licensure. Ms. Prachanronarong seconded. Motion passed by a roll call vote: Ms. Black: “Recused”, Mr. Ellis: “Yes”, Dr. Davini: “Yes”, Mr. Carleton: “No”, Ms. Prachanronarong: “Yes”.**

### **Discussion:**

- None.

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

- Mr. Gary Peters addressed the Board to request consideration of a universal verification of hours form even if the applicant received training under multiple supervising mentors at different optical goods stores. The Board expressed an openness to receive separate letters of recommendation from multiple supervisors but stated that it prefers to receive distinct verification of hour forms from multiple supervising mentors.
- Dr. Frank Miller, O.D. requested guidance from the Board on whether individuals may take exams outside of the apprenticeship training program. The Board advised that individuals should follow the standards established by the Division of Apprentice Standards (“DAS”) regarding exam requirements. Dr. Miller inquired what kind of supervision an Optometrist may provide for apprentice opticians. Ms. York reported that this matter should be addressed by the Board of Registration in Optometry.
- Rob Volpe inquired about the five-year dispensing optician policy and current process for approving apprentice opticians according to the policy. The Board instructed staff to include the topic at a subsequent meeting.
- Blair Wong inquired if his letter regarding an accelerated opticianry degree program at Benjamin Franklin Cummings Institute of Technology was received. The Executive Director responded that the letter was received and the topic will be discussed at the subsequent Board meeting.

**Cases, Investigative Conference, Settlement Offers [Closed session pursuant to M.G.L. c. 112 §65C]: Investigative Matters and Settlement Offers- [Closed Session Pursuant to M.G.L. c. 112, § 65C]:**

**At 11:24 a.m., Mr. Ellis made a motion, seconded by Ms. Prachanronarong 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.**

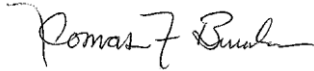
During the closed session, the Board took the following action:

- INV 6574 – Closed for lack of jurisdiction
- INV 6713 – Referred to prosecutions

**Adjournment:**

- **At 12:06 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,



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Thomas F. Burke  
Executive Director

Documents used in the open meeting:

- Agenda for DO Board Meeting of April 5, 2023
- Draft Public Meeting Minutes from March 1, 2023
- Apprentice Extension Request for S. Derome and R. Miller
- Applications for Z. Coles (protected personal data redacted).