

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

Date: September 6, 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 section 40 of chapter 2 of the acts of 2023, signed into law on March 29, 2023.

Board Members Present:

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

Staff Present:

Sheila York, Board Counsel
Thomas F. Burke, Executive Director
Margaret McKenna, Board Staff

Housekeeping:

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

- Public Meeting Minutes from August 2, 2023: **Mr. Ellis moved to accept the minutes and Ms. Black seconded. The motion to accept the August 2, 2023 minutes passed by a roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Yes”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.**

Board Business:

- **Report from Executive Director, Thomas Burke: None.**

Application Review:

- At 10:25 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 Cullen – After review of Ms. Cullens application, Ms. Black 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: “No”.

Joshua Francisco – After review of Mr. Francisco’s application, Mr. Ellis moved to approve him 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: “Abstain”.

Madison Gagne – After review of Ms. Gagne’s application, Mr. Ellis moved to approve her for licensure. 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”.

Devon Viveros – After review of Ms. Viveros’ 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”.

Ziqi Zeng – After review of Ms. Zeng’s application, Mr. Ellis moved to approve her for licensure. 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”.

Sarah Derome – After review of Ms. Derome’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: “Abstain”.

Jannatil Osman – After review of Ms. Osman’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”.

Srijana Khanal – After review of Ms. Khanal’s application, Mr. Ellis moved to approve her for licensure. 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”.

Discussion:

- **Draft Apprentice Optician Curriculum for On-the-Job Training & Related Technical Instruction** – The board reviewed an updated draft of the proposed curriculum for technical instruction and supervised training for apprentice opticians that was presented at the August board meeting. The Board recommended that subject matter areas in the curriculum related to glass lenses should refer only to technical instruction and not on-the-job training because it is not accessible to all apprentice opticians. Ms. York noted that 235 CMR 4.04 already includes the requirement for training in drop ball testing. The Board generally agreed that there should not be changes to this regulation; however, the Board suggested that training in drop ball testing in the draft curriculum could be listed as part of general prescription eyewear

manufacturing in year one. This move would emphasize drop ball testing as a topic for instruction by relating it to edging and lens hardening. The Board agreed that any training in drop ball testing be presented as technical instruction and not on-the-job training and stressed that the curriculum should be presented as a sample to supervising mentors. The board tabled further discussion until the subsequent meeting.

- **Policy on Summary Suspensions Conducted by Boards of Registration Formerly Under the Supervision of the Division of Occupational Licensure** – Ms. York presented a proposed policy for implementing and executing summary suspensions with the goal of protecting public health and safety. In the case of documented evidence that a licensee’s practice poses an immediate risk to public health, safety and welfare, the policy grants the Executive Director authority to contact the Board chair who may approve the issuance of an immediate suspension of a licensee’s practice when there is not a board meeting scheduled within forty-eight hours. The policy also provides the licensee with a right to a hearing within seven days, or soon thereafter, of the issuance of the summary suspension and sets forth the procedures to be followed after the hearing. **After discussion, Mr. Ellis moved to adopt the Policy on Summary Suspensions Conducted by Boards of Registration Formerly Under the Supervision of the Division of Occupational Licensure as presented, Ms. Prachanronarong seconded the motion. Motion passed by 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

- Attorney Jim Morris, executive director of ABO/NCLE, informed the board of updates to the ABO/NCLE website. He reported that because of the updates access may be limited, but he assured the board that any data accessed through the website is secure. He stated that updates to the website will be completed soon.

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 12:10 p.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. Motion passed by roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Yes”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.


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

- **INV6913** – Dismissed

Adjournment:

At 12:50 p.m. Mr. Carleton moved to adjourn the meeting. 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”.

Respectfully Submitted,



Thomas F. Burke
Executive Director

Documents used in the open meeting:

- Agenda for DO Board Meeting of September 6, 2023
- Draft Public Meeting Minutes from August 2, 2023
- Applications for J. Cullen, J. Francisco, M. Gagne, D. Viveros, Z. Zeng, S. Derome, J. Osman, S. Khanal (protected personal data redacted)
- Draft Apprentice Optician Curriculum for On-the-Job Training & Related Technical Instruction
- Policy on Summary Suspensions Conducted by Boards of Registration Formerly Under the Supervision of the Division of Occupational Licensure