

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

**Date: October 2, 2024 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  
Deborah Black  
Alicja Prachanronarong

**Staff Present:**

Shiela York, Board Counsel  
Thomas F. Burke, Executive Director  
Lauren McShane, Chief Investigator  
Margaret McKenna, Board Staff

**Board Members not Present:**

Jesse Ellis

**Housekeeping:**

- Board Chair, William Carleton called the meeting to order at 10:05 am and established a quorum via calling attendance: William Carleton, Deborah Black, Alicja Prachanronarong, and Mark Davini. All members participated remotely via Cisco Webex.

**Board Business:**

- Public Session agenda for October 2, 2024: **Dr. Davini moved to accept the agenda. Ms. Prachanronarong seconded. The motion to approve the October 2, 2024 agenda passed by a roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Not Present”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.**
- Public Meeting Minutes from September 4, 2024: **Dr. Davini moved to accept the minutes and Ms. Black seconded. The motion to accept the September 4, 2024 minutes passed by a roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Not Present”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.**
- Meeting Dates 2025: **Ms. Black moved to accept the scheduled meeting dates for 2025. Ms. Prachanronarong seconded. The motion passed by a roll call vote. Ms. Black: “Yes”, Mr. Ellis: “Not Present”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.**
- Board Elections - Board members held yearly elections for Board Chair and Board Secretary
  - **Chair – VOTE: Ms. Prachanronarong nominated Mr. Carleton as the Board Chair and Dr. Davini seconded. The motion passed by roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Not Present”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.**

- **Secretary- VOTE: Ms. Prachanronarong nominated Dr. Davini as Board Secretary and Ms. Black seconded. The motion passed by roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Not Present”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.**

### **Apprentice Extension Request:**

- **Yomayra Lopez – After review of Ms. Lopez’s apprentice extension request, Dr. Davini moved to direct the candidate to contact the Division of Apprentice Standards to inquire about requirements to being a new apprenticeship. Ms. Black seconded. The motion passed by roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Not Present”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.**

### **Application Review:**

- At 11:01 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:

**Amy Forbes-Larkin – After review of Ms. Forbes-Larkins application, Dr. Davini moved to direct the applicant to complete additional supervised training – both practical and technical instruction – in the areas of lens cutting, use of colmoscope, and dropball testing, and to resubmit the application when the training is completed. Ms. Prachanronarong seconded. The motion passed by roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Not Present”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.**

**Hobraiam Garcia Suarez - After review of Mr. Suarez’s application, Ms. Prachanronarong moved to approve him for licensure. Ms. Black seconded. The motion passed by roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Not Present”, Dr. Davini: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”.**

### **Discussion**

- Review of draft dispensing optician apprenticeship policy
- Review of frequently asked questions regarding:
  - starting an apprenticeship, taking exams, and applying for licensure
  - managers serving as apprentices
  - lab work
  - extending an apprenticeship
- Review of draft interpretation of 235 CMR 4.04(6) *Lens Hardening, including drop ball testing*

The Board reviewed a draft of the proposed dispensing optician apprenticeship policy. This policy is intended to guide and inform apprentices of the required procedures for apprentice registration and licensure requirements and provide resources to ensure successful completion of the licensing application process. The Board generally agreed that sections of the policy should

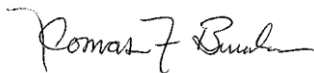
be revised and directed board staff to include changes in the policy and present a revised version at a subsequent meeting. The Board tabled further discussion. No vote was taken.

- Review possible dispensing optician monitoring requirements and practice restrictions.  
Tabled.
- Recommendations for URAMP requirements and practice restrictions for dispensing opticians.  
Tabled.

**Adjournment:**

**At 1:04 p.m., Ms. Black moved to adjourn the public meeting. Ms. Prachanronarong seconded. The motion passed by roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Not Present”, 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:**

- Public session meeting agenda for October 2, 2024
- Draft public meeting minutes from September 4, 2024
- Meeting Dates 2024
- Apprentice Extension Request for Y. Lopez (protected personal data redacted)
- Application for A. Forbes-Larkin (protected personal data redacted)
- Application for H. Garcia Suarez (protected personal data redacted)
- Draft dispensing optician apprenticeship policy
- Draft interpretation of 235 CMR 4.04(6) *Lens Hardening, including drop ball testing*
- Job performance report
- Job supervisor acceptance participant
- Monitoring instructions for optometrists
- Nurse employment supervisor report
- URAMP PowerPoint presentation