

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

Date: October 30, 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:

Mark Davini, Board Secretary
Jesse Ellis
Deborah Black
Alicja Prachanronarong

Staff Present:

Heather Engman, Chief Board Counsel
Thomas F. Burke, Executive Director
Margaret McKenna, Board Staff

Members not Present by Phone/Video:

William Carleton

Housekeeping:

- Board Secretary Mark Davini called the meeting to order at 10:09 am and established a quorum via calling attendance: 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 October 4, 2023: **Mr. Ellis moved to accept the minutes and Ms. Black seconded. The motion to accept the October 4, 2023 minutes passed by a roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Yes”, Dr. Davini: “Yes”, Mr. Carleton: “Not Present”, Ms. Prachanronarong: “Yes”.**

Board Business:

- **Report from Executive Director, Thomas Burke:** Mr. Burke reported to the board that license account instructions have been mailed to licensees who are not registered in the new eLicensing system.
- **Board meeting schedule 2024 – VOTE:** **Mr. Ellis moved to approve the 2024 meeting schedule as presented and Ms. Prachanronarong seconded. The motion passed by a roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Yes”, Dr. Davini: “Yes”, Mr. Carleton: “Not Present”, Ms. Prachanronarong: “Yes”.**

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 Joseph – **After review of Ms. Joseph’s application, the board decided to table the application and review at a subsequent board meeting.**

Nicole Miller – **After review of Ms. Millers 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: “Not Present”, Ms. Prachanronarong: “Yes”.**

Discussion:

- **Draft Apprentice Optician Curriculum for On-the-Job Training & Related Technical Instruction – VOTE –**

Mr. Ellis presented an amended curriculum to the board that includes on-the-job training for drop ball testing for non-glass eyewear, as required in 235 CMR 4.04, *Subject Matter Requirements for All Apprenticeships*.

After discussion, Ms. Black moved to approve the draft apprentice optician curriculum as amended. Mr. Ellis seconded Motion passed by a roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Yes”, Dr. Davini: “Yes”, Mr. Carleton: “Not Present”, Ms. Prachanronarong: “Yes”.

- **Reynolds Community College – CEPA Request** – The board reviewed a proposed CEPA agreement from J. Sargeant Reynolds Community College and welcomed associate dean Kristina F. Green and program director Leah Exline to the meeting. The board questioned why the college is proposing to remove the full-time requirement in the agreement. The dean responded that the college encourages students to enroll full-time 12 credit hours per semester, but allows students, including those enrolled in the opticianry program, to complete a minimum of 9 credit hours per semester. She reported if a student is no longer enrolled at the college, then the proposed CEPA agreement would no longer be in effect. The board tabled further discussion until the subsequent meeting and requested that the dean and program coordinator submit a revised CEPA agreement that more closely mirrors the current Massachusetts CEPA agreement. No vote was taken.
- **Verification of hours form for apprentice opticians** – No discussion.

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

None

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 11:00 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. Motion passed by a roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Yes”, Dr. Davini: “Yes”, Mr. Carleton: “Not Present”, Ms. Prachanronarong: “Yes”.

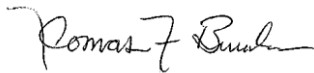
During the closed session, the Board took the following action:

- **INV7162** – Dismissed
- **INV6713** – Dismissed with advisory letter.

Adjournment:

At 11:52 a.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: “Not Present”, Ms. Prachanronarong: “Yes”.

Respectfully Submitted,



Thomas Burke
Executive Director

Documents used in the open meeting:

- Meeting agenda for October 30, 2023
- Draft public meeting minutes from October 4, 2023
- 2024 Board meeting schedule
- Applications for J. Joseph, N. Miller (protected personal data redacted)
- Apprentice Optician Curriculum for On-the-Job Training & Related Technical Instruction
- Reynolds Community College proposed CEPA agreement