

**Board of Registration of Dispensing Opticians  
General Session Minutes  
Date: December 3, 2025**

**A public meeting of the Massachusetts Board of Registration of Dispensing Opticians (“the Board”) was held via WebEx.**

**Board Members Present by Phone/Video:**

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

**Board Staff Present:**

Ellen D’Agostino, Investigator  
Samuel Leadholm, Board Counsel  
Thomas Burke, Executive Director  
Margaret McKenna, Program Coordinator  
Monique Brown, Board Staff  
Katherine Wu, Board Staff

**Board Members Not Present by Phone/Video:**

None

**Administrative Tasks:**

- Board Chair, William Carleton, called the general session meeting to order at 10:11 a.m. and established a quorum via calling attendance: **Ms. Prachanronarong: “Yes”, Mr. Ellis: “Yes”, Mr. Carleton: “Yes”, Dr. Davini: “Yes”, Ms. Black: “Yes”**. All members in attendance participated remotely via Cisco Webex.

**Board Business:**

- General session agenda December 3, 2025: **Dr. Davini moved to accept the agenda as written. Mr. Ellis seconded. The motion passed by roll call vote: Ms. Prachanronarong: “Yes”, Mr. Ellis: “Yes”, Mr. Carleton: “Yes”, Dr. Davini: “Yes”, Ms. Black: “Yes”**.
- General session meeting minutes November 5, 2025: **Mr. Ellis moved to accept the general session minutes as written. Dr. Davini seconded. The motion passed by roll call vote: Ms. Prachanronarong: “Yes”, Mr. Ellis: “Yes”, Mr. Carleton: “Yes”, Dr. Davini: “Yes”, Ms. Black: “Yes”**.
- Meeting dates 2026

The board reviewed the proposed 2026 board meeting dates and made no changes. **Mr. Ellis moved to accept the 2026 Board meeting dates as presented. Dr. Davini seconded. The motion passed by roll call vote: Ms. Prachanronarong: “Yes”, Mr. Ellis: “Yes”, Mr. Carleton: “Yes”, Dr. Davini: “Yes”, Ms. Black: “Yes”**.

- Opticians Association of Massachusetts (OAM) report. Executive Officer Dibby Barlett
  - Frankling Cummings Technical Institute relocation

Executive Officer Bartlett informed the Board that the Franklin Cummings Technical Institute has relocated to its new campus in Roxbury. The COA accredited opticianry program will have state-of-the-art edging and contact fitting labs as well as an optical shop. The Institute will hold open house on January 16, 2026.

- Executive Director Report
  - On-the-Job Training Form

The executive director reported that the recently approved OJT training form for apprentice opticians who receive additional required training at an external lab or off-site location was amended to include the location of the training as required in the approved dispensing apprenticeship policy.

### **Apprentice Extension Request**

At 10:29 a.m. Ms. Prachanronarong recused herself from this discussion and left the meeting.

- Stephanie Easton – Ms. Easton met with the Board to request an extension of her apprenticeship so that she may complete all exam requirements. This is her second apprentice extension request. Ms. Easton provided documentation that she successfully completed the National Opticianry Competency Exam (NOCE-Basic). At present, she is registered to take the National Contact Lense Examiners (NCLE) exam. Ms. Easton affirmed that her sponsor is an approved Registered Apprentice Program (RAP) administered by the Division of Apprentice Standards (DAS). **After discussion, Dr. Davini moved to grant Stephanie Easton an extension of her apprenticeship until December 2, 2026. Ms. Black seconded. The motion passed by roll call vote: Ms. Prachanronarong: “Recused”, Mr. Ellis: “Yes”, Mr. Carleton: “Yes”, Dr. Davini: “Yes”, Ms. Black: “Yes”.**

At 10:35 a.m. Ms. Prachanronarong rejoined the general session meeting.

### **Application Review (Initial):**

- The Board was scheduled to meet with applicants for licensure and review applications. Below is a list of the candidates for review and the motion and roll call vote for each:

At 10:37 a.m. Ms. Prachanronarong recused herself from this discussion of Claudia Luis’ application and left the meeting.

Claudia Luis – **After reviewing Claudia Luis’s application, Mr. Ellis moved to approve the applicant for licensure. Ms. Black seconded. The motion passed by roll call vote: Ms. Prachanronarong: “Recused”, Mr. Ellis: “Yes”, Mr. Carleton: “Yes”, Dr. Davini: “Yes”, Ms. Black: “Yes”.**

At 10:41 a.m. Ms. Prachanronarong rejoined the general session meeting.

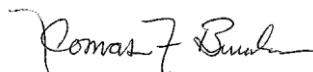
Robert Mitchell – After reviewing Robert Mitchell’s application, Mr. Ellis moved to approve the applicant for licensure. Ms. Prachanronarong seconded. The motion passed by roll call vote: Ms. Prachanronarong: “Yes”, Mr. Ellis: “Yes”, Mr. Carleton: “Yes”, Dr. Davini: “Yes”, Ms. Black: “Yes”.

Arisa Pasquariello – After reviewing Arisa Pasquariello’s application, Mr. Ellis moved to approve the applicant for licensure. Dr. Davini seconded. The motion passed by roll call vote: Ms. Prachanronarong: “Yes”, Mr. Ellis: “Yes”, Mr. Carleton: “Yes”, Dr. Davini: “Yes”, Ms. Black: “Yes”.

**Enter 65C session for the purpose of investigative conference:**

At 10:53 a.m. Dr. Davini moved to enter into closed session pursuant to M.G.L. c. 112, § 65C and adjourn the meeting thereafter. Dr. Ellis seconded. The motion passed by roll call vote: Ms. Prachanronarong: “Yes”, Mr. Ellis: “Yes”, Mr. Carleton: “Yes”, Dr. Davini: “Yes”, Ms. Black: “Yes”.

Respectfully Submitted,



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Thomas F. Burke  
Executive Director

**Documents used in the general session meeting:**

- General session meeting agenda for December 3, 2025
- Draft general session meeting minutes from November 5, 2025
- Apprentice extension request for S. Easton (protected personal data redacted)
- Application for C. Luis (protected personal data redacted)
- Application for R. Mitchell (protected personal data redacted)
- Application for A. Pasquariello (protected personal data redacted)
- Amended on-the-job training form