

**Board of Registration of Dispensing Opticians  
General Session Minutes  
Date: February 4, 2026**

**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  
Deborah Black

**Board Staff Present:**

Samuel Leadholm, Board Counsel  
Thomas Burke, Executive Director  
Monique Brown, Board Staff

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

Jesse Ellis  
Alicja Prachanronarong

**Administrative Tasks:**

- Board Chair, William Carleton, called the general session meeting to order at 10:08 a.m. and established a quorum via calling attendance: **Mr. Carleton: “Yes”, Dr. Davini: “Yes”, Ms. Black: “Yes”**. All members in attendance participated remotely via Cisco Webex.

**Board Business:**

- General session agenda February 4, 2026: **Dr. Davini moved to accept the agenda as written. Ms. Black seconded. The motion passed by roll call vote: Mr. Carleton: “Yes”, Dr. Davini: “Yes”, Ms. Black: “Yes”**.
- General session meeting minutes January 7, 2026: **Dr. Davini moved to accept the general session minutes as written. Ms. Black seconded. The motion passed by roll call vote: Mr. Carleton: “Yes”, Dr. Davini: “Yes”, Ms. Black: “Yes”**.
- Opticians Association of Massachusetts (OAM) report, Executive Officer Dibby Bartlett
  - Overall Health Relating to Opticianry: Spring Educational Conference, May 3, 2026 at Bentley College in Waltham, MA.  
D. Bartlett reported that participants in the spring conference may receive up to six hours of ABO and NCLE continuing education.
- Executive director report  
The executive director reported that the revised verification of hours form and on-the-job training form will be embedded as PDF documents in the online application instructions. Registered apprentice opticians are encouraged to access the forms as needed.
- Unified Recovery and Monitoring Program Activity Report, January 2026  
The executive director invited board members to review the Unified Recovery and Monitoring Program (URAMP) quarterly activity report and provide feedback on data issued in the report.

### **Initial Application Review:**

- 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:
- Gilda De Andrade Lopes Correia – **After reviewing Gilda De Andrade Lopes Correia’s application, Ms. Black moved to approve the applicant for licensure. Dr. Davini seconded. The motion passed by roll call vote: Mr. Carleton: “Yes”, Dr. Davini: “Yes”, Ms. Black: “Yes”.**

### **Adjourn:**

- **At 10:27 a.m. Dr. Davini moved to adjourn the meeting. Ms. Black seconded. The motion passed by roll call vote: 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 February 4, 2026
- Draft general session meeting minutes from January 7, 2026
- Quarterly Unified Recovery and Monitoring Program (URAMP) Activity Report dated January 2026
- Application for G. L. Correia (protected personal data redacted)