

**Board of Registration of Dispensing Opticians
General Session Minutes
Date: August 5, 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
Jesse Ellis
Alicja Prachanronarong

Board Staff Present:

Samuel Leadholm, Board Counsel
Thomas Burke, Executive Director
Margaret McKenna, Program Coordinator
Monique Brown, Office Support Specialist
Emily Tang, Board Intern

Board Members Not Present by Phone/Video:

None

Administrative Tasks:

- Board Chair William Carleton called the general session meeting to order at 10:02 a.m. and established quorum via calling attendance: **Mr. Carleton: “Yes”; Dr. Davini: “Yes”; Ms. Black: “Yes”; Mr. Ellis: “Yes”; Ms. Prachanronarong: “Yes”**. All members in attendance participated remotely via Cisco Webex.

Board Business:

- General session agenda August 5, 2026: **Mr. Ellis 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”; Mr. Ellis: “Yes”; Ms. Prachanronarong: “Yes”**.
- General session meeting minutes June 3, 2026: **Mr. Ellis moved to accept the general session minutes. Ms. Black seconded. The motion passed by roll call vote: Mr. Carleton: “Yes”; Dr. Davini: “Yes”; Ms. Black: “Yes”; Mr. Ellis: “Yes”; Ms. Prachanronarong: “Yes”**.
- Unified Recovery and Monitoring Program (URAMP) Activity Report, July 2026
Read and filed.

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:

- Rhiannon Joyce Raymond – **After reviewing Rhiannon Joyce Raymond’s application, Mr. Ellis 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”; Mr. Ellis: “Yes”; Ms. Prachanronarong: “Yes”.

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

At 10:12 a.m., Ms. Prachanronarong recused from discussion of the following application and left the meeting.

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

At 10:15 a.m., Ms. Prachanronarong returned to the meeting.

- **Valeria Tobon Parra – After reviewing Valeria Tobon Para’s application, Mr. Ellis moved to approve the applicant for licensure. Ms. Prachanronarong seconded. The motion passed by roll call vote: Mr. Carleton: “Yes”; Dr. Davini: “Yes”, Ms. Black: “Yes”. Ms. Prachanronarong: “Yes”, Mr. Ellis: “Yes”.**
- **Sheila Simpson – After reviewing Sheila Simpson’s application, Mr. Ellis 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”. Ms. Prachanronarong: “Yes”, Mr. Ellis: “Yes”.**
- **Stephen Josefowitch – After reviewing Stephen Josefowitch’s application, Mr. Ellis 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”. Ms. Prachanronarong: “Yes”, Mr. Ellis: “Yes”.**

Board Discussion

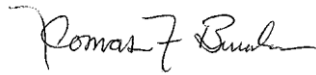
- Policy regarding apprentice training hours

The Board reviewed two sample forms with minimum and maximum number of required training hours in each of the subject matter areas in 235 CMR 4.04. The Board discussed the minimum number of hours needed to determine if an apprentice optician has sufficient training. Mr. Leadholm advised the Board to consider the minimum number of hours that apprentices would need in a particular subject matter area to obtain a level of competency such that they may be licensed. After further discussion, the Board agreed to determine minimum and maximum numbers of hours in each area and discuss them at the subsequent general session meeting. The Board tabled further discussion.

Adjourn:

- **At 11:31 a.m. Dr. Davini moved to adjourn the meeting. Mr. Ellis seconded. The motion passed by roll call vote Mr. Carleton: “Yes”; Dr. Davini: “Yes”, Ms. Black: “Yes”. Ms. Prachanronarong: “Yes”, Mr. Ellis: “Yes”.**

Respectfully Submitted,



Thomas F. Burke
Executive Director

Documents used in the general session meeting:

- General session meeting agenda for August 5, 2026
- Draft general session meeting minutes from June 3, 2026
- The Unified Recovery and Monitoring Program (URAMP) Activity Report issued quarterly to the members of Boards of Registration in the month of July 2026.
- Application for R. J. Raymond (protected personal data redacted)
- Application for P. Bui (protected personal data redacted)
- Application for K. M. Lopes (protected personal data redacted)
- Application for V. T. Parra (protected personal data redacted)
- Application for S. Simpson (protected personal data redacted)
- Application for S. Josefowitch (protected personal data redacted)
- Sample training hours form containing the minimum number of hours in the subject matter areas in 235 CMR 4.04.
- Sample training hours form containing a fixed number of hours in the subject matter areas in 235 CMR 4.04.