

**Board of Registration of Dispensing Opticians
Public Session Minutes
Date: September 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
Deborah Black
Alicja Prachanronarong
Jesse Ellis

Board Staff Present:

Sheila York, 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:

Administrative Tasks:

- Board Chair, William Carleton, called the general session meeting to order at 10:09 a.m. and established a quorum via calling attendance: **Ms. Black: “Not Present”, Mr. Ellis: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”, Dr. Davini: “Yes”**. All members in attendance participated remotely via Cisco Webex.

Board Business:

- General Session agenda September 3, 2025: **Mr. Ellis moved to accept the September 3, 2025 general session agenda. Dr. Davini seconded. The motion to accept the general session agenda passed by roll call vote: Ms. Black: “Not Present”, Mr. Ellis: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”, Dr. Davini: “Yes”**.
- General Session Meeting Minutes August 6, 2025: **Mr. Ellis moved to accept the general session minutes seconded by Dr. Davini. The motion to accept the general session minutes passed by roll call vote: Ms. Black: “Not Present”, Mr. Ellis: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”, Dr. Davini: “Yes”**.

Application Review (Initial):

- The Board was scheduled to meet with applicant(s) for licensure and reviewed applications. Below is a list of the candidate(s) for review and the motion and roll call vote for each:

Cihan Borluca – **After reviewing Cihan Borluca’s application, Mr. Ellis moved to approve the applicant for licensure. Ms. Prachanronarong seconded. The motion passed by roll call vote: Ms. Black: “Not Present”, Mr. Ellis: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”, Dr. Davini: “Yes”**.

Eric Reeder – **Tabled**

At 10:15 a.m. the Board took a short recess.

At 10:22 a.m. the Board reconvened.

Ms. Black joined the meeting at 10:22 a.m.

Board Discussion:

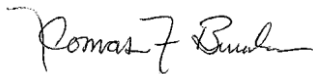
- Revisions to the Verification of Hours Form

The Board reviewed additional changes to a draft of the required Verification of Hours form for apprentice optician applicants. The Board requested that instructional information be added to the form stating that if an applicant has additional supervisors, the supervisors must submit separate forms. **Following discussion, Ms. Black moved to accept the verification of hours form contingent upon added instruction, and sample lab training letters. Mr. Ellis seconded. The motion passed by roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Yes”, Mr. Carleton: “Yes”, Ms. Prachanronarong: “Yes”, Dr. Davini: “Yes”.**

Adjournment:

At 10:49 a.m. Dr. Davini moved to adjourn the general session meeting. Ms. Prachanronarong seconded. The motion passed by roll call vote: Ms. Black: “Yes”, Mr. Ellis: “Yes”, Mr. Carleton: “Not Present”, Ms. Prachanronarong: “Yes”, Dr. Davini: “Yes”

Respectfully Submitted,



Thomas F. Burke
Executive Director

Documents used in the general session meeting:

- Public session meeting agenda for September 3, 2025
- Draft public meeting minutes from August 6, 2025
- Application for C. Borluca (protected personal data redacted)
- Application for E. Reeder (protected personal data redacted)
- Revised draft verification of hours form for apprentice opticians
- Sample lab training letters for apprentice opticians