



**Dispensing Optician Examining Committee
Regular Meeting Minutes
October 26, 2021**

Committee Members Present: Terry Harris, LDO
Sally Arias, LDO
Kathy Kristjanson, LDO

Committee Members Absent: None

Staff Members Present: Noelle L. Chung, AAG
Brad Burnham, Executive Director
Amy Robertson, Program Support
Madissen Schatz, Program Support

Staff Members Absent: Debra Mendoza, Program Manager

Guest Presenter: James M. Morris, Executive Director/General Counsel, ABO-NCLE

Guests Present: Randall Smith, Director of Exams, ABO-NCLE
Jennifer Crown, OD
Bess-Marie Barr, LO
Lee Lavine, LO
Donna Hatch

On October 26, 2021, the Dispensing Optician Examining Committee met via web conference. Notice of the meeting was published on the [Dispensing Optician Examining Committee Website](#) and was sent out through the GovDelivery listserv.

OPEN SESSION:

1. Welcome, Introductions & Program Updates – Brad Burnham, Executive Director, Noelle L. Chung, Assistant Attorney General

- 1.1. Call to Order – Brad Burnham called the meeting to order at 9:00 a.m.
- 1.2. Mr. Burnham informed the committee that he has accepted a different role within the Department of Health. Ms. Mendoza will remain as the program manager and main contact for the committee.
- 1.3. Program Updates – Mr. Burnham presented credentialing statistics as of October 07, 2021.

Credential Type	Active	Pending
Apprentice	976	74
Optician	955	32

- 1.4. Assistant Attorney General Updates – Ms. Chung gave an overview of the Open Public Meetings Act and Public Records Act and how it relates to the committee and secretary professions. She also explained alternative ways to run the committee meetings and how to structure the committee from its prior role of administering the state exam to an advisory role. This would include developing bylaws and selecting a Chair. The committee was reminded that all meetings must be held in compliance with the Open Public Meeting Act and Public Records Act.

2. ABO-NCLE Exam Updates – James M. Morris, ABO-NCLE Executive Director

- 2.1. Mr. Morris presented the committee with ABO-NCLE exam updates. The ABO-NCLE board reduced examination fees due to the pandemic. They also offer a new combined exam option. Remote proctored tests took effect 5/01/2021 and are still being offered.
- 2.2. Mr. Morris provided an update on exam results and compared ABO-NCLE exam pass rates in Washington to pass rates nationally.

Exam Type	Washington Pass Rate	National Pass Rate
ABO Basic Exam	60%	59%
ABO Practical Exam	64%	69%
NCLE Basic Exam	55%	59%
NCLE Practical Exam	69%	74%

3. Development of an Apprentice Guidance Manual – Brad Burnham, Executive Director

The committee reviewed and discussed the contents of the Apprentice Guidance Manual. Recommendations were as follows:

- Clarify the six-year period for an apprentice credential
- Developing a timeline of task completion for the training plan
- Jim Morris offered to provide exam preparation information and links
- Submitting apprenticeship logs to the department quarterly to record hours. Could this be done electronically?

4. Next Meeting – Brad Burnham, Executive Director

- 4.1. The committee will continue working on the Apprenticeship Guidance Manual draft.
- 4.2. The next regular meeting will be held December 14, 2021 at 9:00 a.m. as a webinar.

5. Adjournment

The meeting was adjourned at 10:48 a.m.