



## Dispensing Optician Examining Committee Meeting Minutes

### September 20, 2024

**Location:** Department of Health, 111 Israel Rd SE TC2 Rm 166 Conference Room, Tumwater, WA 98501, and Microsoft Teams

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Committee members present: Jennifer Barnwell, LDO, Chair  
Monica Brenzel, LDO, Vice-chairperson  
Kathleen Stuntz, LDO

Committee members absent: None

Staff members present: Amber Freeberg, Executive Director  
Kristina Bell, Program Manager  
Katie Graue, Administrative Assistant  
Tara Mackemull, Program Assistant  
Shelbee Scrimo, Program Assistant  
Megan Maxey, Policy Analyst  
Katrina Baker, Credentialing Coordinator  
Hyon Yi, Deputy Credentialing Manager

Others present Bess-Marie Barr

Notice of this meeting was published on the Dispensing Optician Examining Committee profession [website](#) and was sent out through the GovDelivery listserv.

## Open Session:

**1. Call to Order – Kristina Bell, Program Manager**

Meeting was called to order at 9:00 am.

**2. Committee Members Rolls – Kristina Bell, Program Manager**

Voting on a Chair and Vice-Chair.

Jennifer Barnwell, LOD, was nominated for the Chair position, committee motioned and seconded, motioned carried for approval for Jennifer Barnwell, LDO as Chair.

Monica Brenzel, LDO, was nominated for the Vice-Chair position, committee motioned and seconded, motioned carried for approval for Monica Brenzel, LDO, as Vice-Chair.

**3. Open Forum – Jennifer Barnwell, LDO, Chair.**

Ms. Barr wanted to provide feedback on dispensing optician apprentices from the Opticians Associate of Washington regarding the hour requirements for apprentices.

Ms. Barr wanted to talk about the demographics, the number of licensed dispensing opticians in Washington and the number of registered apprentices. She asked the question if those numbers included those who have left the field or no longer working.

**4. Approval of September 20, 2024, Agenda – Jennifer Barnwell, LDO, Chair.**

The committee motioned, seconded and approved the September 20, 2024 agenda

**5. Approval of March 6, 2024, Committee Meeting Minutes – Jennifer Barnwell, LDO, Chair.**

The committee motioned, seconded and approved the March 6, 2024 meeting minutes.

**6. Program Report – Kristina Bell, Program Manager.**

**6.1. Interim Operating Budget Report**

Ms. Bell presented the current budget and reviewed the decrease then stabilization in fund balance.

**6.2. Credentialing Statistics**

Ms. Bell provided an overview of the credentialing statics report.

Credential Type	Status	Number of Credentials
Optician Dispensing Apprentice Registration	Active	899
Optician Dispensing Apprentice Registration	Pending	22
Optician Dispensing License	Active	990
Optician Dispensing License	Pending	25

**7. Dispensing Optician Apprenticeship hours – Jennifer Barnwell, LDO, Chair.**

The committee discussed barriers currently in law around Dispensing Optician Apprentices.

- 8. Dispensing Optician Manual – Kristina Bell, Program Manager.**  
Review of “Dispensing Optician Apprentice Manual” created by past committee members. Ms. Bell asked for recommendations or additions the new committee would like to see in the manual.

Ms. Brenzel stated that she would get back to Ms. Bell on the websites that no longer work.

- 9. 2025 Meeting Dates – Kristina Bell, Program Manager.**  
Proposed meeting dates, March 14, 2025, and September 5, 2025.  
The committee motioned, seconded and approved 2025 meeting dates.

- 10. Adjournment - Jennifer Barnwell, LDO, Chair**  
Meeting adjourned at 9:33 am.

**Submitted by:**  
Kristina Bell, Program Manager  
Dispensing Optician Examining Committee

**Approved by:**  
Jennifer Barnwell, Chair  
Dispensing Optician Examining Committee

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