



Dispensing Optician Examining Committee Meeting Minutes

March 14, 2025

Location: Department of Health, 111 Israel Rd SE TC2 Rm 153 Conference Room,
Tumwater, WA 98501, and Microsoft Teams

Committee Members Present: Jennifer Barnwell, LDO, Chair
Monica Brenzel, LDO, Vice-chairperson

Committee Members Absent: Kathleen Stuntz, LDO

Staff Members Present: Amber Freeberg, Executive Director
Juno Whittaker, Program Manager
Katie Graue, Administrative Assistant
Tara Mackemull, Assistant Program Manager
Megan Maxey, Policy Analyst
Karen Strickland, Credentialing Manager
Debra Mendoza, Quality Manager
Cynthia Jamrowski-Martinez, Quality Coordinator
Christopher Wright, AAG
Lunden Brent, Credentialing Specialist
Brielle Matthes, Credentialing Specialist

Others Present: Greg
Barb
Bonnie

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 – Jennifer Barnwell, LDO, Chair**
Meeting was called to order at 9:00 am.
2. **Committee Members Rolls – Jennifer Barnwell, LDO, Chair**
 - 2.1. Committee, DOH Staff and public introductions.
3. **Approval of draft March 14 Agenda – Jennifer Barnwell, LDO, Chair.**
The committee motioned, seconded and approved the March 14, 2025, Agenda
4. **Approval of draft September 20 Meeting Minutes – Jennifer Barnwell, LDO, Chair.**
The committee motioned, seconded and approved of the September 20, 2024, Meeting Minutes.
5. **Open Forum – Jennifer Barnwell, LDO, Chair.**
No public comment was made.
6. **Reports –**
 - 6.1. Operating Budget Report: Juno Whittaker, Program Manager
Ms. Whittaker presented the current budget and reviewed the fund balance.
 - 6.2. Credentialing Statistics: Debra Mendoza, Quality Manager; Cynthia Jamrowski-Martinez, Quality Coordinator

Ms. Mendoza provided an overview of the credentialing statics report from February 7, 2025.

Credential Type	Status	Number of Credentials
Optician Dispensing Apprentice Registration	Active	953
Optician Dispensing Apprentice Registration	Pending	18
Optician Dispensing License	Active	919
Optician Dispensing License	Pending	15

- 6.3. Executive Director: Amber Freeberg, Executive Director

Ms. Freeberg reviewed the travel and budget freeze from the governor’s office. Ms. Freeberg also talked about the potential furloughs for State Employees. Ms. Freeberg also talked about the HELMS program and gave an update on the implementation of this program.



7. Role and Tasks of Committees – Amber Freeberg, Executive Director

7.1. Ms. Freeberg went over the roles and tasks of the Dispensing Optician Committee. Ms. Freeberg reviewed the difference between RCW's and WAC's, which was followed by discussion and Ms. Freeberg took questions from the public.

8. By Laws Review

8.1. The Board reviewed, discussed, and voted on bylaws. No edits or updates were proposed to the bylaws. There was a motion made, seconded and approved to accept bylaws as is.

9. Next meeting agenda – Juno Whittaker, Program Manager

9.1. The board did not have anything to add to the agenda for September.

10. Adjournment - Jennifer Barnwell, LDO, Chair

There was a motion, seconded and approved to adjourn meeting at 9:31 am.

Submitted by:

Juno Whittaker, Program Manager
Dispensing Optician Examining Committee

Approved by:

Jennifer Barnwell, Chair
Dispensing Optician Examining Committee

On file

SIGNATURE

DATE

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