



## Dispensing Optician Examining Committee Meeting Minutes

### September 5, 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 Kathleen Stuntz, LDO
Committee Members Absent:	None
Staff Members Present:	Amber Freeberg, Executive Director Katie Graue, Administrative Assistant Tara Mackemull, Assistant Program Manager Jack Bucknell, AAG Megan Maxey, Policy Analyst
Others Present:	Nina Day, LDO, Legislative Chair for Opticians Association of Washington

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 September 5, 2025, Agenda – Jennifer Barnwell, LDO, Chair.**  
Agenda amendment to add for election of chair and vice-chair as item number 8.  
The committee motioned, seconded and approved the amended September 5, 2025, Agenda.
4. **Approval of draft March 14, 2025, Meeting Minutes – Jennifer Barnwell, LDO, Chair.**  
The committee motioned, seconded and approved of the March 14, 2025, Meeting Minutes.
5. **Reports – Amber Freeberg, Executive Director**
  - 5.1. Operating Budget Report:  
Ms. Freeberg presented the current budget and reviewed the fund balance.
  - 5.2. HELMS Update  
Ms. Freeberg gave an update on HELMS and credentialing timelines.
6. **Committee Member Terms – Amber Freeberg, Executive Director**
  - 6.1. Monica Brenzel, LDO First term ends on 01/31/2026 – Ms. Brenzel agreed to be reappointed.
  - 6.2. Kathleen Stuntz, LDO and Jennifer Barnwell, LDO first term ends on 05/01/2026 – Ms. Stuntz and Ms. Barnwell agreed to be reappointed.
7. **Schedule 2026 Committee Meeting Dates**
  - 7.1. March 20, 2026
  - 7.2. September 04, 2026

The committee motioned, seconded and approved the 2026 meeting dates as presented.
8. **Election of Chair and Vice-Chair, Jennifer Barnwell, LDO, Chair**  
The board held elections for a new Chairperson and Vice-Chairperson for 2026. The Chairperson nomination was for Jennifer Barnwell. Nominations for Chair were closed. There was a motion for Jennifer Barnwell to be Chairperson for 2026. Motion was seconded and approved unanimously.

The Vice-Chairperson nomination was for Monica Brenzel. Nominations for Vice-Chairperson were closed. There was a motion for Monica Brenzel to be Vice-Chair for 2026. Motion was seconded and approved unanimously

9. **Adjournment - Jennifer Barnwell, LDO, Chair**

There was a motion, seconded and approved to adjourn meeting at 9:23 am.

**Submitted by:**  
Amber Freeberg, Executive Director  
Dispensing Optician Examining Committee

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

On file \_\_\_\_\_  
SIGNATURE

On file \_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE

