

BOARD FOR OPTICIANS

MINUTES OF MEETING

The Board for Opticians met on Friday, July 22, 2005 at the Department of Professional and Occupational Regulation (DPOR), 3600 West Broad Street, Richmond, Virginia The following members were present

Jon D Bright, Chair
Gerald W Shell
Billie L Taylor

Board member not present Marcia D Carney, M D
Susan B Schorling

The DPOR staff present for all or for portions of the meeting included:

Sandra Whitley Ryals, Chief Deputy Director
Karen W O'Neal, Deputy Director, LRD
Nick A Christner, Deputy Director for Compliance & Investigations
Doug Schroder, Director of Adjudication
Bonnie Rhea Adams, Director of Complaint Analysis & Resolution
Carol Mitchell, Director of Alternative Dispute Resolution
William H Ferguson, II, Executive Director
Zelda W Dugger, Board Administrator
Sharon M Sweet, Director of Education and Examination
Tonie Robinson, Supervisor of Education and Examination
Rashaun K Minor, Administrative Assistant

A representative from the Office of the Attorney General was not present.

Mr Bright, Chair, determined there was a quorum and called the meeting to order at 9 43 a m **Call to Order**

Upon a motion by Mr Shell and seconded by Ms Taylor the Board voted to approve the agenda The members voting 'yes' were Mr Bright, Mr Shell and Ms Taylor There were no negative votes The motion passed unanimously **Approval of Agenda**

Mr Bright asked for public comment **Public Comment**
There was no public comment

Upon a motion by Mr. Shell and seconded by Ms Taylor the Board voted to approve the minutes as written of the Board for Opticians April 15, 2005 board meeting The members voting 'yes' were Mr Bright, **Approval of Minutes – April 15, 2005**

Mr Shell, and Ms Taylor There were no negative votes. The motion passed unanimously **Board Meeting**

Mr Schroder and Ms Adams provided training on the Compliance and Investigations Division's procedures Mr Schroder provided information pertaining to the adjudication procedures and Ms Adams provided information pertaining to the complaint analysis and resolution procedures Mr Schroder and Ms. Adams concluded this portion of the training by fielding questions from the board members **Training**

Ms O'Neal provided training on board member responsibilities, the Board's authority, the Conflict of Interest Act, the Freedom of Information Act, and other duties as a board member Ms O'Neal concluded this portion of the training by fielding questions from the board members

The Board was informed that Regulation 18 VAC 100-20-53 Registration for Voluntary Practice By Out-Of-State Licensees and amendments to Regulations 18 VAC 100-20-54 Fees. and 18 VAC 100-20-81 Reinstatement required will go into effect August 1, 2005 **Regulations**

Mr Bright reported on the last National Committee of State Opticianry Boards (NCSORB) meeting Mr Bright provided the Board with handouts regarding that meeting **National**
State Opticianry
Regulatory Boards

Mr Bright gave an overview of the proposed amendments to the by-laws that will be addressed at the NCSORB meeting

Board members reviewed and agreed on the DRAFT Ophthalmic Dispensing Job Analysis Survey to be discussed at the NCSORB meeting.

The Board approved Jon Bright, Gerald Shell, and Billie Taylor to represent the Board at the National Committee of State Opticianry Boards meeting to be held in New Orleans, Louisiana, October 21-22, 2005

Mr Bill Russ, Opticians Association of Virginia (OAV) Capitol Director, requested the Board's official backing in establishing a Capitol Day for Opticians during the General Assembly The Board encouraged the OAV to work through their state delegate or senator because such authorization was not in their purview The Board also wanted to provide assistance to the OAV with whatever materials and information that the Board had already developed pertaining to the Board and the industry **Opticians**
Association of
Virginia

The Board recessed at 11 30 a m and reconvened at 11 47 a.m

Break

Ms Sweet reported on the practical examination being offered in the correctional centers, Coffeewood Correctional Center and Fluvanna Correctional Center for Women The apprenticeship program at Coffeewood was registered in 1999 and 12 apprentices have completed the program to date The apprenticeship program at Fluvanna was registered in 2001 and 1 person has completed the program.

Examinations

Practical examination being offered in the correctional centers

Ms Sweet stated she corresponded with Mr Norris Williams, Apprenticeship Coordinator, Department of Correctional Education (DOCE) and he advised that their goal is to graduate about 4-6 apprentices per year for each Center, Coffeewood and Fluvanna

The Board agreed to continue researching offering the practical examination in Virginia correctional centers

The transporting of the materials from Richmond to Wytheville and the additional use by candidates has caused wear and tear on the materials as well as breakage Ms Sweet stated she would like to conduct a workshop to create a duplicate set of materials for the Wytheville site

Workshop – examination materials

Upon a motion by Mr Shell and seconded by Ms Taylor the Board voted to conduct a workshop and Ms Taylor would represent the Board at the workshop The members voting 'yes' were Mr Bright, Mr Shell, and Ms Taylor There were no negative votes The motion passed unanimously

The Board reviewed its examination statistics for informational purposes

Examination Statistics

The Board reviewed its quarterly statistics for informational purposes

Quarterly Statistics

Ms Robinson reported on the Board for Opticians examination workshop held at J Sargeant Reynolds Community College, on March 3, 2005

Examinations – Contact Lens Examination

Ms Robinson reported that there were three subject matter experts present Ms Shelby Powers, Ms Kristi Ostrom, and Ms Ladonna Buckner

Ms Robinson reported revisions were made to the contact lens examination for clarity Ms Robinson stated she would like for the Board to review

At 12 12 p m Mr Shell made the motion that this meeting be recessed and that the Board immediately reconvene in closed meeting for the purpose of consultation and/or briefings by staff members pertaining to examination issues within the jurisdiction of the Board as permitted by §2 2-3711.A of the *Code of Virginia*. The following non-members will be in attendance to reasonably aid the consideration of the topic

Closed meeting

Toni Robinson, Examination Supervisor, DPOR
Shelby Powers, member, contact lens exam committee

This motion is made with respect to the matters(s) identified as agenda item(s) I EXAMINATIONS

The motion was seconded by Ms Taylor. The members voting 'yes' were Mr Bright, Mr Shell and Ms Taylor. There were no negative votes. The motion passed unanimously.

At 2 50 p m Ms Taylor made the motion that the closed meeting be adjourned and that the Board immediately reconvened in opening meeting.

Open meeting

Mr Shell seconded the motion. The members voting 'yes' were Mr Bright, Mr Shell and Ms Taylor. There were no negative votes. The motion passed unanimously.

CERTIFICATION OF CLOSED MEETING

**Certification of
Closed Meeting**

WHEREAS, the Board for Opticians has convened a closed meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, § 2 2-3712 of the *Code of Virginia* requires a certification by this Board for Opticians that such closed meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED that the Board for Opticians hereby certifies that, to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies and (11) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board for Opticians.

VOTE

AYES. Jon Bright, Gerald Shell, Billie Taylor

NAYS None

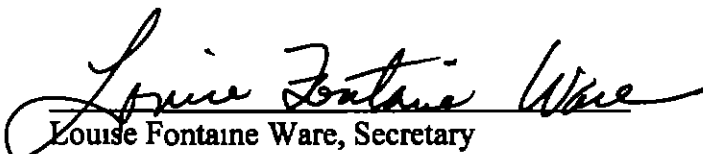
ABSENT DURING THE VOTE None

ABSENT DURING THE MEETING. Marcia Carney, M D
Susan Schorling

There being no further business to be brought before the Board, upon a Adjourn motion by Ms Taylor to adjourn the meeting and seconded by Mr Shell the Board adjourned the meeting at 3.07 p m.



Jon D. Bright, Chair



Louise Fontaine Ware, Secretary

COPY TESTE

Custodian of the Record

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTEREST ACT**

TRANSACTIONAL DISCLOSURE STATEMENT

For Officers and Employees of
State Government [§2 1-639 13(D)] and
Local Government [§2 1639 14(E)]

1 Name Jon D Bright
2 Title Chair, Virginia Board for Opticians
3 Agency Department of Professional and Occupational Regulation
4 Transaction Board for Opticians Meeting July 22, 2005
5 Nature of Personal Interest Affected by Transaction NONE

6 I declare that

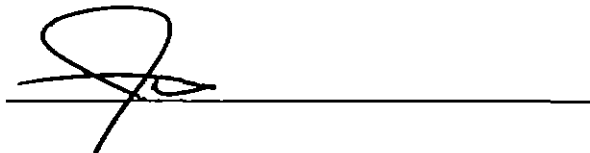
(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction

profession of Opticianry, member Opticians Association of Virginia

(b) I am able to participate in this transaction fairly, objectively and in the public interest

Dated July 22, 2005

Signature



**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTEREST ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
For Officers and Employees of
State Government [§2 1-639 13(D)] and
Local Government [§2 1639 14(E)]**

1 Name Gerald W Shell

2 Title Vice-Chair, Virginia Board for Opticians

3 Agency Department of Professional and Occupational Regulation

4 Transaction Board for Opticians Meeting July 22, 2005

5 Nature of Personal Interest Affected by Transaction _____

6 I declare that

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

(b) I am able to participate in this transaction fairly, objectively and in the public interest

Dated July 22, 2005

Signature *Gerald W Shell*

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTEREST ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
For Officers and Employees of
State Government [§2 1-639 13(D)] and
Local Government [§2 1639 14(E)]**

1 Name Billie L. Taylor

2 Title Member, Virginia Board for Opticians

3 Agency Department of Professional and Occupational Regulation

4 Transaction Board for Opticians Meeting July 22, 2005

5 Nature of Personal Interest Affected by Transaction _____

6 I declare that

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction

(b) I am able to participate in this transaction fairly, objectively and in the public interest

Dated July 22, 2005

Signature

