

BOARD OF EXAMINERS IN OPTOMETRY

CONDENSED MINUTES OF THE MEETING HELD JUNE 26, 2024

THESE DRAFT MINUTES WERE PREPARED BY THE STAFF OF THE DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING. THEY HAVE NOT BEEN REVIEWED OR APPROVED BY THE BOARD.

Date:	June 26, 2024
Time:	12:00 PM
Location:	Teleconference
Attending:	Board Members: Bradley Cross (Chair, OD), Pamela Steffes (OD), Ethan Arndt (OD), Kathleen Rice (OD), Charles Rudstrom (Public Member) Division Staff: Reid Bowman (Program Coordinator)
Absent:	Ashley Carabajal (Licensing Examiner)

1a. Call to Order: <u>Ethics Report</u>	
Brief Discussion:	<i>Each board member confirmed that had no ethical conflicts to disclose.</i>
	<i>Dr. Cross informed the board that he has moved states, and this will be his last meeting as he will no longer be serving as the board chair or a member of the board.</i>
1b. Call to Order: <u>Review/Approved Agenda</u>	
Brief Discussion:	<i>No discussion to amend the agenda.</i>
	<i>Dr. Steffes commented that she attended the 2024 Annual Association of Regulatory Board of Optometry (ARBO) meeting and will have a written report sent to Ms. Carabajal. Dr. Steffes recommended we set a budget for future meetings to allow a board member or staff to attend the annual ARBO meeting. She stated it provided a lot of useful information and it would be helpful to the board to plan to attend future meetings.</i>
	<i>Dr. Cross mention there was no section for approving the April meeting minutes and pointed out a typo. Mr. Bowman will make a note and Ms. Carabajal will edit the April meeting minutes.</i>
Motion:	<i>Motion to approve the agenda as written. (First: Dr. Steffes; Second: Dr. Arndt) The motion passed unanimously.</i>
Action Items:	<i>The board will follow the agenda as written unless amended later in the meeting.</i>
	<i>Dr. Steffes will submit a written ARBO report to Ms. Carabajal. Mr. Bowman will make note of the typo and Ms. Carabajal will edit the previous meeting minutes and post them to OnBoard for review.</i>
2. <u>Public Comment</u>	
Brief Discussion:	<i>Mr. Bowman informed the board there were no public comments at the time.</i>

3. New Regulations Project							
Brief Discussion:	<p><i>Dr. Cross explained to the board that HB 309 is still pending the signature of the Governor to make it official and put into statute. Dr. Cross will leave the wording up to the board to decide on. Mr. Bowman informed Dr. Cross that the bill has not been transmitted to the Governor yet.</i></p> <p><i>Dr. Steffes let the board know ARBO approved a Model Practice Act that has regulatory language that may provide helpful language and is intended as a guide and resource.</i></p> <p><i>Dr. Cross asked Mr. Rudstrom to reach out to Ms. Carabajal about the ARBO Model Practice Act.</i></p> <p><i>There will be no regulation projects started at this time, pending HB 309.</i></p>						
Action Items:	<p><i>Mr. Rudstrom will reach out to Ms. Carabajal about the ARBO Model Practice Act.</i></p> <p><i>The board will not start a new regulation project at this time.</i></p>						
4a. New Business: Annual Report							
Brief Discussion:	<p><i>Dr. Steffes let the board know she suggested an edit that was made prior to the meeting. Dr. Steffes suggested to include in the “accomplishments” or “activities” section of the report a number of applications we have and how many licenses were approved; like shown on previous annual reports.</i></p> <p><i>Mr. Bowman informed the board the information is available in the division report on the website. He said if the board felt the license information was important to add to the annual report, they can make a motion to amend the annual report.</i></p>						
Motion:	<p><i>Motion to approve the annual report with the addition of information regarding applications processed and licenses issued. (First: Dr. Steffes; Second: Dr. Arndt)</i></p> <p><i>The motion passed unanimously.</i></p> <p><i>Motion to approve the annual report as amended. (First: Dr. Rice; Second: Dr. Arndt)</i></p> <p><i>The motion passed unanimously.</i></p>						
Recorded Votes:	<table border="1"> <tr> <td><i>Dr. Cross - Y</i></td> <td><i>Dr. Steffes – Y</i></td> </tr> <tr> <td><i>Dr. Arndt - Y</i></td> <td><i>Dr. Rice - Y</i></td> </tr> <tr> <td><i>Mr. Rudstrom - Y</i></td> <td></td> </tr> </table>	<i>Dr. Cross - Y</i>	<i>Dr. Steffes – Y</i>	<i>Dr. Arndt - Y</i>	<i>Dr. Rice - Y</i>	<i>Mr. Rudstrom - Y</i>	
<i>Dr. Cross - Y</i>	<i>Dr. Steffes – Y</i>						
<i>Dr. Arndt - Y</i>	<i>Dr. Rice - Y</i>						
<i>Mr. Rudstrom - Y</i>							
Action Items:	<i>The 2024 Annual Report will be amended and submitted to publishing.</i>						
4a. New Business: Set Next Meeting Date							
Brief Discussion:	<p><i>Dr. Cross mentioned because HB 309 was still pending. The board may set a quick lunch meeting in the future if they decide to work on the new regulation project, including HB 309.</i></p> <p><i>The board decided to keep the October 09, 2024, meeting already set in place. If a lunch meeting is needed, Ms. Carabajal will work with the board to set a lunch meeting date.</i></p> <p><i>Mr. Bowman asked if the board had elected a secretary that Ms. Carabajal should be contacting. Dr. Cross brought up setting up a meeting after July 01, 2024, to do an election so we can elect a new chair or secretary. Dr. Steffes mentioned having an interim to prevent not having a board without a board chair until a new one is appointed/elected.</i></p> <p><i>Dr. Cross is going to elect a chair and asked any members interested to step forward. Dr. Arndt and Dr. Rice were nominated. Dr. Rice agreed as long as it was for an interim chair.</i></p>						

Motion:	<i>Motion to elect Dr. Rice as the interim board chair. Motion passed unanimously.</i>	
Recorded Votes:	<i>Dr. Cross - Y</i>	<i>Dr. Arndt - Y</i>
	<i>Dr. Steffes - Y</i>	<i>Dr. Rice - Y</i>
	<i>Mr. Rudstrom - Y</i>	
Action Items:	<i>The board will keep the October 09, 2024, meeting date and set a new meeting if needed for the new regulations project, pending HB 309.</i>	
	<i>Dr. Rice will be interim chair until a new member is appointed for chair.</i>	

Next Meeting:	<i>October 09, 2024</i>
Adjournment:	<i>12:28 PM</i>