

**BOARD OF OPTICIANRY  
GENERAL BUSINESS MEETING MINUTES  
TELEPHONE CONFERENCE CALL**

**1-888-670-3525**

**Pass Code: 4552635641**

**September 17, 2015 at 6:00 p.m. EST**

**CALL TO ORDER/ROLL CALL**

The meeting was called to order at 6:01 p.m. on Thursday, September 17, 2015 by Mr. Shannon, Chair. Those present for all or part of the meeting included the following:

Members present:

Dale Shannon, Chair  
John Girdler, III, Vice-Chair  
David Calvo, L.P.N.  
Irene Stavros, R.D.H.  
Margaret Slattery  
Richard Williams  
Paul Wilford

Others present:

Tom Barnhart, Assistant Attorney General, Board Counsel  
Robin McKenzie, Program Administrator  
Court Reporter: For The Record Reporting  
850-222-5491

**REVIEW AND APPROVAL OF MINUTES**

The minutes of the June 25, 2015 general business meeting were reviewed and following review, the following action was taken by the Board:

Motion: by Ms. Stavros to approve the minutes as presented.

Second: by Ms. Slattery.

Vote: unanimous.

**CONTINUING EDUCATION COURSES**

**Focal Education: Reduction of Medical Errors**

Focal Education submitted a medical errors course through CE Broker for Board approval. Following review, the Board took the following action:

Motion: by Ms. Stavros to approve this course.

Second: by Ms. Slattery.

Vote: unanimous.

Mr. Wilford added that the medical errors course should discuss ensuring that the patient information is correct.

**Focal Education: Initial Laws and Rules**

Focal Education submitted an initial law and rules course through CE Broker for Board approval. Following review, the Board took the following action:

Motion: by Ms. Slattery to approve this course with changes discussed.

Second: by Mr. Calvo.

Vote: unanimous.

The changes are: (1) correct the spelling of Paul Wilford's last name, (2) change the RN after David Calvo's name to LPN, (3) delete the next to last sentence of the first paragraph on page 1 of the course outline, (4) move the word "only" in the last sentence of the first paragraph on page 1 of the course outline so the sentence reads as follows:

The instructor can not give their interpretive answer to the questions by course participants but only present the official verbiage of the State and Board Rule.

The Board asked staff to address the issue of interpreting the laws and rules with all the initial laws and rules providers.

### **CONTINUING EDUCATION HOME STUDY COURSES**

#### **NAO: Anatomy & Physiology of the Eye**

Following discussion, the following action was taken by the Board:

Motion: by Mr. Wilford to deny this course because it is too basic and does not contribute to the advancement, extension or enhancement of skills and knowledge in the practice of opticianry.

Second: by Ms. Slattery.

Vote: unanimous.

#### **NAO: Basic Math Review**

Following discussion, the following action was taken by the Board:

Motion: by Ms. Slattery to deny this course due to multiple math errors and the evaluation does not include all components of the course.

Second: by Mr. Wilford.

Vote: unanimous.

#### **NAO: Basics of Light, Refraction & Reflection**

Following discussion, the following action was taken by the Board:

Motion: by Ms. Slattery to approve this course.

Second: by Mr. Williams.

Vote: unanimous.

#### **NAO: Basics of Light, Refraction & Reflection – CL**

Following discussion, the following action was taken by the Board:

Motion: by Ms. Slattery to approve this course.

Second: by Ms. Stavros.

Vote: unanimous.

#### **NAO: Refractive Status of the Human Eye**

Following discussion, the following action was taken by the Board:

Motion: by Ms. Slattery to deny this course because it is too basic and does not contribute to the advancement, extension or enhancement of skills and knowledge in the practice of opticianry.

Second: by Mr. Wilford.

Vote: unanimous.

## **REPORTS**

### **Assistant Attorney General**

Mr. Barnhart provided the 2015-2016 Annual Regulatory Plan for review and approval. The Board discussed the necessity to schedule a rules workshop in the future for a thorough review of the Board's rules. Mr. Barnhart asked them to name the rules so they could be added to the regulatory plan. The Board is not required to change rules that are listed on the regulatory plan, but it is difficult to change any rules that are not listed on the regulatory plan. Following their discussion, the Board took the following action:

Motion: by Ms. Slattery to adopt the regulatory plan with the addition of the four rules in 64B4-16 and any rules board members submit to Ms. McKenzie by noon on Friday, Sept. 18.

Second: by Mr. Girdler.

Vote: unanimous.

### **Executive Director**

Budget information was provided for the board member's review.

Robin McKenzie discussed strategic planning with the board members regarding an analysis of the Board's strengths, weaknesses, opportunities and threats (SWOT). A SWOT survey was sent out to all 150 board members in preparation for the annual chair/vice-chair meeting.

Long range planning is required each year with input from the boards and counsels at the annual chair/vice-chair meeting. One person from each board will probably be asked to talk a little bit about what your long range plans are. Ms. McKenzie mentioned that the long range planning meeting is scheduled for September 24, 2015 and would include discussion of the SWOT survey previously sent to all board members.

A healthiest weight meeting will be held on September 23, 2015. Dale Shannon and John Girdler will be representing the Board at the meetings.

## **Board Members**

### **FOR YOUR INFORMATION**

Opternative: Online Eye Exam

Website Statistics

NCSORB Correspondence

ABO/NCLE Correspondence

## **ADJOURNMENT**

The meeting adjourned at 7:00 p.m.