

**OPTOMETRY EXAMINING BOARD
MEETING MINUTES
JUNE 5, 2014**

PRESENT: Ann Meier Carli, Victor Connors (GoToMeeting), Richard Foss, Brian Hammes (GoToMeeting), Mark Jinkins (GoToMeeting), Robert Schulz

STAFF: Brittany Lewin, Executive Director; Karen Rude-Evans, Bureau Assistant; Sharon Henes, Rules Coordinator

CALL TO ORDER

Ann Meier Carli, Vice Chair, called the meeting to order at 9:09 a.m. A quorum of six (6) was confirmed.

ADOPTION OF AGENDA

MOTION: Mark Jinkins moved, seconded by Richard Foss, to adopt the agenda as published.

APPROVAL OF MINUTES – NOVEMBER 14, 2013

MOTION: Mark Jinkins moved, seconded by Richard Foss, to approve the minutes of November 14, 2013 as published. Motion carried unanimously.

RECOGNITION OF BOARD MEMBER(S)

MOTION: Richard Foss moved, seconded by Ann Meier Carli, to thank Dr. Gregory Foster for his years of service and dedication to the Optometry Examining Board and State of Wisconsin. Motion carried unanimously.

**ELECTION OF OFFICERS, LIAISON APPOINTMENTS
AND DELEGATED AUTHORITY**

BOARD CHAIR

NOMINATION: Mark Jinkins nominated Ann Meier Carli for the Office of Board Chair. Nomination carried by unanimous consent.

Brittany Lewin called for other nominations three (3) times.

Ann Meier Carli was elected as Board Chair.

VICE CHAIR

NOMINATION: Mark Jenkins nominated Robert Schulz for the Office of Vice Chair.
Nomination carried by unanimous consent.

Brittany Lewin called for other nominations three (3) times.

Robert Schulz was elected as Vice Chair.

SECRETARY

NOMINATION: Richard Foss nominated Mark Jenkins for the Office of Secretary.
Nomination carried by unanimous consent.

Brittany Lewin called for other nominations three (3) times.

Mark Jenkins was elected as Secretary.

2014 ELECTION RESULTS	
Board Chair	Ann Meier Carli
Vice Chair	Robert Schulz
Secretary	Mark Jenkins

APPOINTMENT OF LIAISONS AND COMMITTEE MEMBERS

The Chair appoints the following members to:

2014 LIAISON APPOINTMENTS	
DLSC Monitoring and PAP Liaison(s)	Mark Jenkins
Credentialing Liaison(s)	Ann Meier Carli
Education and Exams Liaison(s)	Richard Foss

PDMP Liaison(s)	Victor Connors
2014 SCREENING PANEL APPOINTMENTS	
January-December 2014	Richard Foss Mark Jinkins Robert Schulz

MOTION: Ann Meier Carli moved, seconded by Mark Jinkins, to acknowledge the appointments made by the Chair as the 2014 Liaisons and Screening Panel. Motion carried unanimously.

DELEGATIONS OF AUTHORITY

MOTION: Mark Jinkins moved, seconded by Ann Meier Carli, that the Board delegates authority to the Chair to sign documents on behalf of the Board. In order to carry out duties of the Board, the Chair has the ability to delegate this signature authority to the Board’s Executive Director for purposes of facilitating the completion of assignments during or between meetings. Motion carried unanimously.

MOTION: Richard Foss moved, seconded by Robert Schulz, that in order to facilitate the completion of assignments between meetings, the Board delegates its authority by order of succession to the Chair, highest ranking officer, or longest serving member of the Board, to appoint liaisons to the Department where knowledge or experience in the profession is required to carry out the duties of the Board in accordance with the law. Motion carried unanimously.

MOTION: Ann Meier Carli moved, seconded by Richard Foss, to adopt the “Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor” document. Motion carried unanimously.

MOTION: Ann Meier Carli moved, seconded by Mark Jinkins, to delegate authority to the Credentialing Liaisons to address all issues related to credentialing matters. Motion carried unanimously.

LEGISLATIVE AND ADMINISTRATIVE RULE MATTERS

MOTION: Mark Jenkins moved, seconded by Ann Meier Carli, to authorize Brian Hammes to approve the revision of Opt 2 and 6 relating to updating board and profession practices for posting of economic impact comments and submission to the Clearinghouse. The public hearing will take place on October 30, 2014. Motion carried unanimously.

MOTION: Ann Meier Carli moved, seconded by Robert Schulz, to request DSPS staff draft a Scope Statement revising Opt 3 and 5 relating to licensure and unprofessional conduct. Motion carried unanimously.

MOTION: Ann Meier Carli moved, seconded by Richard Foss, to request DSPS staff draft a Scope Statement revising Opt 8 relating to continuing education. Motion carried unanimously.

SPEAKING ENGAGEMENTS, TRAVEL OR PUBLIC RELATIONS REQUESTS

MOTION: Robert Schulz moved, seconded by Richard Foss, to designate and authorize travel for Ann Meier Carli to attend the 2014 ARBO Annual Meeting on June 21-24, 2014 in Philadelphia, PA. Motion carried unanimously.

ADJOURNMENT

MOTION: Mark Jenkins moved, seconded by Ann Meier Carli, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:37 a.m.