

**OPTOMETRY EXAMINING BOARD
MEETING MINUTES
February 12, 2015**

PRESENT: Ann Meier Carli, Brian Hammes (*via GoToMeeting*), Mark Jenkins (*via GoToMeeting*), Robert Schultz

EXCUSED: Richard Foss, Victor Connors

STAFF: Brittany Lewin, Executive Director; Kelly Williams, Bureau Assistant; and other Department staff

CALL TO ORDER

Ann Meier Carli, Chair, called the meeting to order at 9:08 A.M. A quorum of Four (4) members was confirmed.

ADOPTION OF AGENDA

MOTION: Ann Meier Carli moved, seconded by Mark Jenkins, to adopt the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: Mark Jenkins moved, seconded by Robert Schulz, to approve the minutes of October 30, 2014 as published. Motion carried unanimously.

ADMINISTRATIVE MATTERS

ELECTION OF OFFICERS

NOMINATION: Robert Schulz moved, seconded by Ann Meier Carli, to keep the 2014 Slate of Officers for 2015.

Brittany Lewin called for nominations three (3) times.

Nomination carried by unanimous consent.

The 2014 Slate of Officers was reelected to continue in 2015.

2015 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:

2015 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
2015 SCREENING PANEL APPOINTMENTS	
January-December 2015	Richard Foss Mark Jenkins Robert Schulz

DELEGATED AUTHORITY MOTIONS

MOTION: Robert Schulz moved, seconded by Mark Jenkins, 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 to act in urgent matters, to fill vacant appointment positions, and to act when 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: Robert Schulz moved, seconded by Brian Hammes, that the Board delegates authority to the Chair, highest ranking officer, or longest serving member of the Board, 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: Ann Meier Carli moved, seconded by Robert Schulz, that Board Counsel or another Department attorney is formally authorized to serve as the Board's designee for purposes of Wis. Admin. Code § SPS 1.08(1). Motion carried unanimously.

MOTION: Ann Meier Carli moved, seconded by Mark Jenkins, to adopt the 'Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor' document as presented. Motion carried unanimously.

LEGISLATIVE/ADMINISTRATIVE RULE MATTERS

Proposal to Amend Opt 3, 5, Relating to Licensure and Conduct

MOTION: Ann Meier Carli moved, seconded by Robert Schulz, to designate Victor Connors and Mark Jinkins to work with DSPS staff on OPT 5. Motion carried unanimously.

Proposal to Amend Opt 8, Relating to Continuing Education

MOTION: Ann Meier Carli moved, seconded by Brian Hammes, to designate Richard Foss to work with DSPS staff on OPT 8. Motion carried unanimously.

MOTION: Ann Meier Carli moved, seconded by Robert Schulz, to include OE Tracker as a form of continuing education verification in OPT 8 update. Motion carried unanimously.

EDUCATION AND EXAMINATION MATTERS

OE Tracker

MOTION: Ann Meier Carli moved, seconded by Brian Hammes, to authorize the chair to talk with the Wisconsin Optometric Association regarding the use of OE Tracker and OPT 8 update. Motion carried unanimously.

ADJOURNMENT

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

The meeting adjourned at 10:59 A.M.