



STATE OF NEVADA

## BOARD OF DISPENSING OPTICIANS

4600 Kietzke Lane, Suite B-116, Reno, NV 89502 • Telephone 775 / 688-3766 • Fax 775 / 688-3767  
Email: nvbdo@govmail.state.nv.us • Website: nvbdo.nv.gov

### Notice of Public Meeting

Nevada Board of Dispensing Opticians  
Wednesday, June 11, 2014, 3:00 p.m.  
Legislative Counsel Bureau, Room 4401  
555 E. Washington Avenue  
Las Vegas, NV 89101

1. Call to order
2. Public Comment  
*This is the time set aside for members of the public to address the Board. At the discretion of the Board President, each individual speaker may be limited to three minutes. Action will not be taken on any issues presented. In accordance with Nevada's Open Meeting Law, any issue that requires action will be placed on a future Board meeting agenda. Prior to the commencement and conclusion of a contested case or quasi-judicial proceeding that may affect the due process rights of an individual, the Board may refuse to consider public comment on that item. (NRS 233B.126)*
3. Approval of previous board meeting minutes (for possible action):  
April 9, 2014 Regular Board Meeting
4. Review and decision on new Apprentice Ophthalmic Dispenser License applications (for possible action):
  - A. Bobby Bravo
  - B. Desiree Debien-Garnica
  - C. Zulma Echeverna
  - D. Luis Enrique Godinez
  - E. Lisa Jo Gonzalez
  - F. Christa Herman
  - G. Shaghaiegh Sahraie Kolforouishi
  - H. Jose Camerino Magana-Perez
  - I. Janell Marie Redding
5. Review and decision on apprentice request for prior credit (for possible action): Rose Walker
6. Review and decision on proposed continuing education courses (for possible action):

For retroactive credit approval:

International Vision Expo & Conference  
Sponsored by The Vision Counsel and Reed Elsevier  
Jacob Javits Convention Center; New York, NY 10001  
March 26-30, 2014  
149 hours of continuing education credits offered

7. Review of complaints; discussion and decision on new complaint review procedure and upcoming workplace inspections (for possible action):
  - A. Review of complaints: 2014-04
  - B. Complaint review procedure
    - i. Review/adoption of board member review sheets
    - ii. Finalization of review procedure
  - C. Workplace inspections
    - i. Discussion: information to be provided to private investigators/what investigators should be looking for during inspections
    - ii. Review of potential inspection forms/suggestions
    - iii. Discussion: can the board regulate the number of licensed apprentices on duty at an ophthalmic retailer?
    - iv. Discussion: can the board initiate undercover workplace inspections without receipt of a formal complaint?
  
8. Proposed regulation changes/decision on submitting proposals to LCB for drafting (for possible action):
  - A. Mandatory log of temporary supervision for ophthalmic retailers
  - B. Specify number of supervisors of record per apprentice
  - C. Specify meaning of temporary supervision as “longer than seven days”; change mandatory reporting time for supervision changes to five days
  - D. Renewal regulations
    - i. Eliminate/alter rollover credit policy in anticipation of online renewals, etc.
    - ii. Specify that January is a "float month" – continuing education credits can count towards either the current or next year's renewal
  - E. New complaint procedure specified in regulations
    - i. Review by board members
    - ii. Fee paid to board members for complaint review
  - F. Changes to apprentice application/optical exam application procedures
    - i. Apprentice/optical exam applications to be approved by board members (with review sheets)
    - ii. Fee paid to board members for application review
    - iii. Ophthalmic dispenser license applications approved pending passage of state board exam/other requisite exam
  
9. Review and approval of proposed new forms (for possible action):
  - A. Change of Apprentice Supervisor Form
  - B. Change of Address Form
  - C. Inactivation/reactivation Request Form
  - D. Complaint Form
  - E. Complaint review forms (for use by reviewing board members)

## 10. Executive Director's Report (for possible action):

- A. Elimination of storage unit and various office files; items destroyed/preserved
- B. Progress on Board Procedures Manual/Board Member job descriptions
- C. New computer hardware and software purchase
- D. New database under construction

## 11. Financials (for possible action):

- A. Review and decision on April and May 2014 financial statements
- B. Review and decision on proposed FY 2014-15 Budget
  - i. Discussion and decision on amount to be budgeted for workplace inspections
  - ii. Discussion and decision on allotting funds for an office "go phone"

## 12. Public Comment

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**Please note:** Items on the agenda may be taken out of order, combined for consideration by the board, or removed from the agenda at any time. Persons wishing to comment on the proposed actions of the Board may send their data, views, comments, or arguments in written form to: Nevada Board of Dispensing Opticians, 4600 Kietzke Lane, B-116; Reno, NV 89502-5036. Anyone desiring additional meeting information or supporting materials is invited to phone the board office at (775) 688-3766.

This agenda will be posted at the following locations:

NV Board of Dispensing Opticians; 4600 Kietzke Lane, Suite B-116; Reno, NV 89502  
Attorney General's Office; 555 E. Washington, #3900; Las Vegas, NV 89101  
Attorney General's Office; 100 N. Carson St.; Carson City, NV 89701  
Green Valley Library; 2797 N. Green Valley Pkwy.; Henderson, NV 89015  
[www.nvbdo.nv.us](http://www.nvbdo.nv.us)  
<https://notice.nv.gov>

*We are pleased to make reasonable accommodations for members of the public who are disabled and would like to attend the meeting. If special arrangements for the meeting are required, please contact the board office at (775) 688-3766 (tel), (775) 688-3767 (fax), or [nvbdo@govmail.state.nv.us](mailto:nvbdo@govmail.state.nv.us) at least one day prior to the meeting.*

June 5, 2014