

STATE OF NEVADA



Board of Dispensing Opticians

(Draft) Minutes of Public Meeting:

April 13, 2016 at 4 p.m.

Regular Meeting of the Board took place at:
Airport Plaza Hotel
1981 Terminal Way, Reno, Nevada 89502

Board Members Present:

Marsha Costuros, President Pro Temp/Secretary
Marilyn Brainard, Treasurer/Public Member
Tammy Williams, Member
Jennifer Benavides, Member
Michael Grover, Member

Board Staff Present:

Corinne Sedran, Executive Director
Louis Ling, Board Counsel

1. Call to order
Marsha Costuros called the meeting to order at 4:01 p.m.

2. Public comment
There was no public comment.

3. Approval of previous board meeting minutes (for possible action):

February 11, 2016 Regular Board Meeting

Motion: Marilyn Brainard moved to approve the minutes as presented.

Vote: Passed unanimously.

April 1, 2016 Public Meeting with Closed Exam Review/Prep

Motion: Tammy Williams moved to approve the minutes as presented.

Vote: Passed unanimously.

4. Review and decision on requests for prior experience credit (for possible action):

a. **Brunning, Wendy**

Motion: Jennifer Benavides moved to retain the decision made by the Board at the February 11, 2016 meeting to grant Brunning one year prior experience credit.

Vote: Passed unanimously.

b. **Hidrosollo, Eustaquio**

Motion: Benavides moved to grant Hidrosollo two years prior experience credit.

Vote: Passed unanimously.

c. **McIntosh, Savoy**

Motion: Williams moved to grant McIntosh three years prior experience credit.

Vote: Passed unanimously.

5. Review and decision on apprentice requests for education enrollment extension (for possible action):

Discussion: Sedran stated two of the applicants are asking for an extension on their proof of enrollment so they can enroll in the CSN degree program; enrollment will not be available until the fall. Louis Ling stated the Board can make a motion to allow an extension with the stipulation that the requester's license will expire automatically if he or she does not meet the new deadline.

Motion: Williams moved to grant Brewer and Brusven an extension to September 1, 2016 to provide proof of enrollment; if proof is not submitted by that date, their licenses will expire.

Vote: Passed unanimously.

a. **Brewer, Carlus**

b. **Brusven, Jennifer**

c. **Hansen, Amber**

Motion: Benavides moved to allow Hansen until April 1, 2016 to enroll in the Career Progression Program; if she does not submit proof by that date her license will expire.

Vote: Passed unanimously.

6. Review and decision on issuing refund of license renewal delinquency fee (for possible action):
Barbara Wendel: Item removed from agenda.
7. Review and decision on application for continuing education course approval:
- a. **David Leonard**
Motion: Williams moved to approve the outlined courses for continuing education credit. **Vote:** Passed unanimously.
 - b. **Shamir Insight, Inc.**
Motion: Benavides moved to approve the outlined courses for continuing education credit.
Vote: Passed unanimously.
8. Announcement of newly licensed ophthalmic dispensers (for possible action):
- | | | |
|--------------------------|---------------------------|-------------------------|
| Monique Adair | Christopher Galvan | Katherine Schank |
| Brittany Barroga | Ciara LeBard | Heather Taylor |
| Cristobal Esparza | Nicolas Marven | Lee Worley |
| Valdineia Perkins | Raquel Ramirez | |
9. Review and decision on modifying continuing education credit policies (for possible action):
Discussion: Sedran suggested the Board accept the obtainment of an ABO or NCLE advanced certification as continuing education credit for license renewal.
Motion: Costuros moved to grant a full year of continuing education credit towards license renewal for obtaining an ABO or NCLE advanced certification. If a licensee obtains both an ABO and NCLE advanced certification in the same year, one of the certifications may be applied as continuing education credit towards renewal for the following year.
Vote: Passed unanimously.
- Discussion:** Sedran stated there is a lack of live credits offered in Nevada each year; the Board should allow more continuing education credits to be obtained over the internet, however, doing so would require a regulation change. Ling stated it could take between three and six months to accomplish the necessary regulation change. Brainard stated it is not an appropriate function of the Board to provide continuing education credit for meeting attendance; it is important for the Board to allow for more online credits. The Board decided to table this discussion.
10. Review and decision on modifying complaint procedure policies (for possible action)
Discussion: Sedran outlined recommended changes to the Board’s complaint review procedure; the Board’s current procedure requires a board member to review each complaint which slows the process and can leave the Board short of the quorum needed to vote at a disciplinary hearing. Ling stated the majority of complaints submitted to the Board are routine violations that do not require review by a board member.
Motion: Costuros moved to approve the suggested changes to the complaint review process.
Vote: Passed unanimously.

11. Election of Board Officers (for possible action)

The following individuals were duly nominated and elected to serve as Officers of the Board:

President: Marsha Costuros

Vice President: Tammy Williams

Secretary: Jennifer Benavides

Treasurer: Marilyn Brainard

Motion: Costuros moved that Marilyn Brainard, Tammy Williams, and Corinne Sedran will be authorized signers on all Board financial accounts.

Vote: Passed unanimously.

12. Financials (for possible action):

- a. Review and acceptance of **February and March 2016** financial statements

Motion: Williams moved to accept the statements as presented.

Vote: Passed unanimously.

- b. Review and decision on investment of savings account funds

Motion: Costuros moved to grant Brainard the authority to invest \$100,000 of the Board's funds in laddered CDs as she deems appropriate. Brainard will report her investment decisions to the Board at the next meeting.

Vote: Passed unanimously.

13. Executive Director's Report (for possible action)

Sedran stated she has hired a workplace inspector for southern Nevada; the inspector will commence work in late April.

14. Board Counsel's Report (for possible action)

No board business was reported.

Costuros called for a break at 5:29 p.m.; the meeting resumed at 5:35 p.m.

15. Board Member Training (for possible action):

Ling conducted Board Member Training

16. Public Comment

Chris Carlyle commented on the Board's plans to adopt an electronic licensing exam; he inquired whether an electronic exam could adequately gauge an examinee's practical knowledge.

Tammy Williams stated the equipment currently used during the practical portion of the Board's exam is all featured in the electronic exam. The use of electronic equipment ensures the equipment always functions and is consistent for each examinee.

Costuros adjourned the meeting at 6:50 p.m.