

STATE OF NEVADA



Board of Dispensing Opticians

Minutes of Public Meeting: December 28, 2020 at 6:00 p.m.

PLEASE NOTE:

Per the Governor's orders regarding COVID-19 closures, there was no public location provided for this meeting. All interested parties were invited to attend via teleconference.

Board Members Present:

Jennifer Letten, President
Mark Myers, Vice President
Tamara Sternod, Secretary
Marilyn Brainard, Treasurer
Brett Roames, Member

Board Staff Present:

Corinne Sedran, Executive Director
Laena St-Jules, Deputy Attorney General

1. Call to order
Board President Jennifer Letten called the meeting to order at 6:03 p.m.
2. Public comment
Ms. Sternod said she was notified by Washoe County that opticians will be considered for the Tier 1 COVID vaccination distributions and there is a website where employers can apply to have their staff vaccinated. Ms. Sedran said she would send an email notification to the licensees.
3. FOR POSSIBLE ACTION: Approval of previous board meeting minutes
December 10, 2020 Board Meeting
Motion: Ms. Brainard moved to accept the minutes as presented.
Vote: The motion passed unanimously.
4. FOR POSSIBLE ACTION: Requests for apprentice license reactivation per NAC 637.285(2):
Moctezuma, Justin
Ms. Letten said the Board would move to Item 5 and revisit this item if necessary. After discussion

of Item 5, Ms. Letten determined not to revisit this item because the request could be addressed under the new policy.

5. FOR POSSIBLE ACTION: Discussion and decision on apprentice license reactivation policy
Motion: Ms. Sternod moved to accept the policy as written, which will allow the executive director to reactivate an apprentice license if the apprentice submits proof of enrollment in a board-approved education program within 30 days of his or her license being inactivated.
Vote: The motion passed unanimously.

6. FOR POSSIBLE ACTION: Discussion and decision on 2020/21 cost of living/pay adjustment for Executive Director
Discussion: Ms. Letten said the Board's policy was to review the executive director's pay at its yearly October meeting but the review had not been agendaized. She has reviewed the salaries for comparable positions at other Nevada boards and would like to propose a 5.6% cost of living/performance increase as well as transitioning the director to a salary instead of hourly pay. She would like to review benefit and health insurance options for the director at a future meeting. Ms. Sedran said moving to a salary would help simplify payroll operations; Ms. Letten said it would eliminate the need to track hours for liability purposes. Ms. Brainard said the proposed increase is within the average range for executive directors at smaller state boards. Ms. Sternod said she is in favor of the increase and the Board should have transitioned the director to a salary long ago.
Motion: Ms. Letten moved to approve the proposed increase and transition the executive director to a yearly salary. She would like to make the director's compensation a standing yearly agenda item.
Vote: The motion passed unanimously.

7. FOR POSSIBLE ACTION: Board member comment and future agenda items
Ms. Letten asked to add a discussion of the director's health insurance benefits to the next meeting agenda. Ms. Sternod discussed using Zoom for videoconferencing.

8. Public comment
Rubi Esquivel, Apprentice License 1416, asked the Board to consider granting her a license extension request for 2021 due to unforeseen circumstances. Ms. Sedran explained that Ms. Esquivel is unfortunately past the deadline to submit such a request under the current regulations.

Ms. Letten thanked everyone for attending and closed the meeting at 6:36 p.m.