

**OPTOMETRY EXAMINING BOARD
MEETING MINUTES
JULY 18, 2013**

PRESENT: Ann Meier Carli (via telephone), Gregory Foster (via GoTo Meeting), Mark Jinkins (via GoTo Meeting) Robert Schulz, Brian Hammes (via GoTo Meeting)

EXCUSED: Richard Foss

STAFF: Angela Hellenbrand, Executive Director; Joshua Archiquette, Bureau Assistant; Nick Tank, Bureau Assistant, and other Department Staff

CALL TO ORDER

Gregory Foster, Chair, called the meeting to order at 9:10 a.m. A quorum of five (5) was confirmed.

ADOPTION OF AGENDA

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

APPROVAL OF MINUTES

MOTION: Mark Jinkins moved, seconded by Ann Meier Carli, to approve the minutes of March 28, 2013 as published. Motion carried unanimously.

EXECUTIVE DIRECTOR MATTERS

NOMINATION: Ann Meier Carli nominated Richard Foss for the office of Board Secretary. Angela Hellenbrand called three times for other nominations for the office of Board Secretary.

MOTION: Gregory Foster moved, seconded by Ann Meier Carli, to approve the election as nominated. Motion carried unanimously.

MOTION: Gregory Foster moved, seconded by Mark Jinkins, to approve the liaison appointments to screening panel and CE review. Motion carried unanimously.

2013 ELECTION RESULTS	
Secretary	Richard Foss

2013 LIAISON APPOINTMENTS	
CE Review	Robert Schulz, Richard Foss and Brian Hammes
Screening Panel	Robert Schulz, Richard Foss and Mark Jinkins

LEGISLATION AND ADMINISTRATIVE RULE MATTERS

MOTION: Brian Hammes moved, seconded by Ann Meier Carli, to request DSPS staff draft a Scope Statement relating to revisions and updates to **OPT 2.01, OPT 2.03, OPT 5.11, OPT 5.12, OPT 6.02, OPT 6.03, OPT 6.04**. Motion carried unanimously.

CLOSED SESSION

MOTION: Mark Jinkins moved, seconded by Robert Schulz, to convene to closed session pursuant to Wisconsin State Statutes 19.85(1)(a)(b)(f) and (g) for the purpose of conducting appearances, reviewing monitoring requests, requests for licensure, deliberate on stipulations, administrative warnings, proposed decisions and orders, consulting with Legal Counsel and Division of Legal Services and Compliance case status reports. Gregory Foster read the language of the motion. The vote of each member was ascertained by voice vote. Ann Meier Carli – yes; Gregory Foster – yes; Brian Hammes – yes; Mark Jinkins – yes; and Robert Schulz – yes. Motion carried unanimously.

The Board convened into Closed Session at 10:42 a.m.

RECONVENE TO OPEN SESSION

MOTION: Gregory Foster moved, seconded by Mark Jinkins, to reconvene into open session. Motion carried unanimously.

The Board reconvened into Open Session at 10:45 a.m.

DELIBERATION OF ADMINISTRATIVE WARNINGS

MOTION: Gregory Foster moved, seconded by Ann Meier Carli, to issue and administrative warning in the matter of case number 12 OPT 003 (N.A.S.). Motion carried unanimously.

VOTING ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION, IF VOTING IS APPROPRIATE

MOTION: Brian Hammes moved, seconded by Mark Jinkins, to affirm all motions made in closed session. Motion carried unanimously.

ADJOURNMENT

MOTION: Brian Hammes moved, seconded by Mark Jinkins, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:47 a.m.