



**STATE OF WISCONSIN**  
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**Governor Scott Walker      Secretary Dave Ross**

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**OPTOMETRY EXAMINING BOARD  
VIA LIVE MEETING  
Room 121A, 1400 E. Washington Avenue, Madison  
Contact: Berni Mattson 608-266-8741  
March 29, 2012**

*The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a description of the actions and deliberations of the Board.*

**FULL BOARD MEETING  
9:00 A.M.**

OPEN SESSION – CALL TO ORDER – ROLL CALL

**A. Adoption of Agenda (1)**

**B. Approval of Minutes – November 17, 2011 (3-6)**

**C. Executive Director Matters**

**D. Presentation of Proposed Stipulations, Final Decisions and Orders by the Division of Enforcement including any received after printing of the agenda**

E. Board Discussion Items including any received after printing of agenda

- 1) Division of Enforcement Matters
- 2) Education and Examination Issues Matters
- 3) Credentialing Matters
- 4) Practice Questions/Issues
- 5) Legislation/Administrative Rule Matters
- 6) Liaison Reports
- 7) Speaking Engagement, Travel, Public Relation Requests

F. Informational Items

**G. New Business**

- 1) **Designating a representative to attend the ARBO 2012 Annual Meeting (7-8)**

H. Public Comments

**ADJOURNMENT**

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**OPTOMETRY EXAMINING BOARD  
LIVE MEETING MINUTES  
November 17, 2011**

- PRESENT:** Swaminat Balachandran, Ann Meier Carli, Gregory Foster, Kathi Leach, Richard Foss  
**STAFF:** Berni Mattsson, Executive Director; Lydia Thompson, Legal Counsel; David Carlson, Bureau Assistant  
**GUESTS:** Peter Theo, WI Optometry Association

**CALL TO ORDER**

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

**ADOPTION OF AGENDA**

- MOTION:** Swaminat Balachandran moved, seconded by Kathi Leach, to adopt the agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF SEPTEMBER 15, 2011**

- MOTION:** Ann Meier Carli moved, seconded by Richard Foss, to approve the minutes of September 15, 2011 as submitted. Motion carried unanimously.

**ELECTION OF OFFICERS AND BOARD APPOINTMENTS**

**CHAIR**

- NOMINATION:** Kathi Leach nominated Greg Foster for the Office of Chair.

Berni Mattsson called for other nominations three (3) times.

Greg Foster was elected as Chair.

## **VICE CHAIR**

**NOMINATION:** Kathi Leach nominated Ann Meier Carli for the Office of Vice Chair.

Berni Mattsson called for other nominations three (3) times.

Ann Meier Carli was elected as Vice Chair.

## **SECRETARY**

**NOMINATION:** Gregory Foster nominated Kathi Leach for the Office of Secretary.  
Nomination carried by unanimous vote.

Berni Mattsson called for other nominations three (3) times.

Kathi Leach was elected as Secretary.

## **Board Appointments for 2012**

Chair Gregory Foster made the following board appointments for 2012:

- **Statutes and Rules Committee**
  - Gregory Foster
  - Ann Meier Carli
  - Swaminat Balachandran
  
- **CE Review Liaisons**
  - Kathi Leach
  - Swaminat Balachandran
  - Richard Foss
  
- **Screening Panel**
  - Kathi Leach
  - Swaminat Balachandran
  - Richard Foss
  
- **Credentialing Liaison**
  - Ann Meier Carli

## EXECUTIVE DIRECTOR MATTERS

Berni Mattson introduced herself to the Board and gave a brief background of her current assignments and responsibilities. She informed the Board that former Executive Director Kelli Kaalele is now the Administrator of the Division of Board Services. David Carlson was also introduced as the new Bureau Assistant assigned to the Optometry Board.

Meeting dates for 2012 were reviewed. There are no changes from the dates submitted to the Board at its last meeting.

## BOARD DISCUSSION ITEMS INCLUDING ANY RECEIVED AFTER PRINTING OF AGENDA

- 1) Division of Enforcement Matters
- 2) Education and Examination Issues Matters
- 3) Credentialing Matters
- 4) Practice Questions/Issues
- 5) Legislation/Administrative Rule Matters.
  - Board Legal Counsel Lydia Thompson discussed the process of rule making, including drafting of a scope statement for Opt 5.02. **Motion:** Ann Meier Carli moved and Kathi Leach seconded to have the Board Chair approve scope statement in writing for purpose of rule making no earlier than Nov 25<sup>th</sup>. **The motion carried unanimously. Motion:** Richard Foss moved and Kathi Leach seconded to have the Board Chair be the liaison to work with Board Legal Counsel Lydia Thompson on rule drafting for Opt 5.02. **The motion carried unanimously.**
- 6) Liaison Reports
- 7) Speaking Engagement, Travel, Public Relation Requests

## INFORMATIONAL ITEMS

None.

## NEW BUSINESS

None.

## PUBLIC COMMENTS

Peter Theo, WI Optometry Association, asked a question about the rule making process.

## CONVENE TO CLOSED SESSION

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**MOTION:** Gregory Foster moved, seconded by Swaminat Balachandran, to adjourn to closed session pursuant to Wisconsin Statutes 19.85(1)(a)(b)(f) and (g), to deliberate on cases following hearing (s. 19.85(1)(a), Stats.; consider closing disciplinary investigation with administrative warning (s. 19.85(1)(b), Stats. and 440.205, Stats., to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.; and, to confer with legal counsel (s. 19.85(1)(g), Stats.). Roll Call Vote: Swaminat Balachandran-yes; Ann Meier Carli –yes; Kathi Leach – yes; Richard Foss-yes, Gregory Foster-yes. Motion carried unanimously.

Open session recessed at 9:43 a.m.

**RECONVENE TO OPEN SESSION**

**MOTION:** Ann moved, seconded by Kathi, to reconvene to open session. Motion carried unanimously.

Open session reconvened at 09:57 a.m.

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

**CASE CLOSINGS**

**11 OPT 006**

**MOTION:** Richard Foss moved, seconded by Swaminat Balachandran, to close case # 11 OPT 006 for no violation. Motion carried unanimously.

**CONSULTING WITH LEGAL COUNSEL**

Legal Counsel was available to confer with the Board throughout the duration of closed session.

**ADJOURNMENT**

**MOTION:** Swaminat Balachandran moved, seconded by Kathi Leach, to adjourn the meeting. Motion carried unanimously.

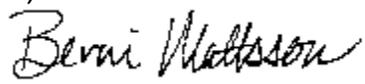
The meeting adjourned at 10:00 a.m.

**THE NEXT MEETING IS March 29, 2012**

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**State of Wisconsin  
Department of Safety & Professional Services**

**AGENDA REQUEST FORM**

1) Name and Title of Person Submitting the Request:  <b>Berni Mattsson</b>		2) Date When Request Submitted:  <b>2-20-12</b>	
		Items will be considered late if submitted after 4:30 p.m. and less than: <ul style="list-style-type: none"> <li>▪ 10 work days before the meeting for Medical Board</li> <li>▪ 14 work days before the meeting for all others</li> </ul>	
3) Name of Board, Committee, Council, Sections: <b>Optometry Examining Board</b>			
4) Meeting Date: <b>March 29, 2012</b>	5) Attachments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	6) How should the item be titled on the agenda page? <b>ARBO 2012 Annual Meeting</b>	
7) Place Item in: <input checked="" type="checkbox"/> Open Session <input type="checkbox"/> Closed Session <input type="checkbox"/> Both	8) Is an appearance before the Board being scheduled? If yes, who is appearing?  <input type="checkbox"/> Yes by _____ (name)  <input checked="" type="checkbox"/> No	9) Name of Case Advisor(s), if required:	
10) Describe the issue and action that should be addressed: <b>The Board may wish to identify a representative to send to the ARBO 2012 Annual Meeting June 24-26, 2012</b>  <b>Travel stipends will be available to one person from each jurisdiction who attends both the NBEO Workshop and the ARBO Annual Meeting. See attached.</b>			
11) Authorization			
		<b>2/20/12</b>	
Signature of person making this request		Date	
Supervisor (if required)		Date	
Bureau Director signature (indicates approval to add post agenda deadline item to agenda)		Date	
Directions for including supporting documents: 1. This form should be attached to any documents submitted to the agenda. 2. Post Agenda Deadline items must be authorized by a Supervisor and the Board Services Bureau Director. 3. If necessary, Provide original documents needing Board Chairperson signature to the Bureau Assistant prior to the start of a meeting.			

**Association of Regulatory Boards of Optometry  
2012 Annual Meeting  
June 24-26, 2012**

**Hyatt Regency McCormick Place, Chicago, Illinois  
Travel Stipend/Scholarship Information**

In these times of economic challenges, we recognize that funding is limited. If your Board has restricted travel allowances and you require additional support in order to attend, please let us know. ARBO and NBEO are offering two financial support programs for 2012.

***\$500 Travel Stipend.*** Jointly funded by ARBO and NBEO, travel stipends will be available to one person from each jurisdiction who attends both the NBEO Workshop and the ARBO Annual Meeting. This stipend is available to those jurisdictions that require parts I, II, TMOD or III of the National Board Exam. *To apply, or for more information, please contact Andrea Moss of the NBEO at 704.332.9565 or [moss@optometry.org](mailto:moss@optometry.org).*

***\$500 Scholarships.*** Also jointly funded by ARBO and NBEO, travel scholarships are available again this year. A limited number of scholarships are available and they will be rewarded on a first come first served basis (\$500 per jurisdiction). *To apply, please send a request on your Board letterhead to Ron Cassel of ARBO at [rcassel@arbo.org](mailto:rcassel@arbo.org) by May 18, 2012.*

Registration is now open at [www.arbo.org](http://www.arbo.org).