

**OPTOMETRY EXAMINING BOARD
TELECONFERENCE/VIRTUAL MEETING MINUTES
February 16, 2017**

PRESENT: Ann Meier Carli, Richard Foss, Robert Schulz, Peter Sorce

EXCUSED: Brian Hammes, Mark Jenkins

STAFF: Thomas Ryan, Executive Director; Laura Smith, Bureau Assistant; Sharon Henes, Administrative Rules Coordinator and other DSPS Staff

CALL TO ORDER

Ann Meier Carli, Chair, called the meeting to order at 9:00 A.M. A quorum of four (4) members was confirmed.

ADOPTION OF AGENDA

Amendments to the Agenda

- *Adding an item under item E.2. titled "Budget Bill Provisions Regarding the Optometry Examining Board"*

MOTION: Richard Foss moved, seconded by Robert Schulz, to adopt the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES

Brian Hammes arrived at 9:04 a.m.

MOTION: Robert Schulz moved, seconded by Ann Meier Carli, to approve the minutes of October 27, 2016 as published. Motion carried unanimously.

Election of Officers

Board Chair

NOMINATION: Robert Schulz nominated Ann Meier Carli for the Office of Board Chair.

Thomas Ryan called for nominations three (3) times.

Ann Meier Carli was elected as Chair by unanimous consent.

Vice Chair

NOMINATION: Ann Meier Carli nominated Robert Schulz for the Office of Vice Chair.

Thomas Ryan called for nominations three (3) times.

Robert Schulz was elected as Vice Chair by unanimous consent.

Secretary

NOMINATION: Richard Foss nominated Mark Jenkins for the Office of Secretary.

Thomas Ryan called for nominations three (3) times.

Mark Jenkins was elected as Secretary by unanimous consent.

2017 ELECTION RESULTS	
Board Chair	Ann Meier Carli
Vice Chair	Robert Schulz
Secretary	Mark Jenkins

Appointment of Liaisons

2017 LIAISON APPOINTMENTS	
Professional Assistance Procedure (PAP) Liaison(s)	Mark Jenkins
Monitoring Liaison	Mark Jenkins
Credentialing Liaison(s)	Ann Meier Carli
Education and Exams Liaison(s)	Richard Foss
Prescription Drug Monitoring Program Liaison (PDMP) Liaison(s)	Robert Schulz

2017 SCREENING PANEL APPOINTMENTS	
January-December 2017	Richard Foss, Mark Jenkins, Robert Schulz

MOTION: Richard Foss moved, seconded by Peter Sorce, to affirm the Chair's appointment of liaisons for 2017. Motion carried unanimously.

Delegation of Authority***Delegated Authority for Urgent Matters***

MOTION: Ann Meier Carli moved, seconded by Robert Schulz, that, in order to facilitate the completion of assignments between meetings, the Board delegates its authority by order of succession to the Chair, highest ranking officer, or longest serving member of the Board, to appoint liaisons to the Department to act in urgent matters, make appointments to vacant liaison, panel and committee positions, and to act when knowledge or experience in the profession is required to carry out the duties of the Board in accordance with the law. Motion carried unanimously.

Delegated Authority for Telehealth Legislation

MOTION: Brian Hammes moved, seconded by Ann Meier Carli, to designate the Chair as the legislative liaison regarding telehealth and to speak on behalf of the Board regarding this matter. Motion carried unanimously.

Delegated Authority for Application Denial Reviews

MOTION: Ann Meier Carli moved, seconded by Peter Sorce, that the Board counsel or another department attorney is formally authorized to serve as the Board's designee for purposes of Wis. Admin Code § SPS 1.08(1). Motion carried unanimously.

Document Signature Delegation

MOTION: Ann Meier Carli moved, seconded by Richard Foss, to delegate authority to the Chair or chief presiding officer, or longest serving member of the Board, by order of succession, to sign documents on behalf of the Board. In order to carry out duties of the Board, the Chair, chief presiding officer, or longest serving member of the Board, has the ability to delegate this signature authority for purposes of facilitating the completion of assignments during or between meetings. The Chair, chief presiding officer, or longest serving member of the Board delegates the authority to Executive Director or designee to sign the name of any Board member on documents as necessary and appropriate. Motion carried unanimously.

Credentialing Authority Delegations

MOTION: Ann Meier Carli moved, seconded by Peter Sorce, to delegate authority to the Credentialing Liaisons to make all credentialing decisions. Motion carried unanimously.

MOTION: Ann Meier Carli moved, seconded by Robert Schulz, to delegate credentialing authority to DSPS for those submitted applications that meet the criteria of Rule and Statute and thereby would not need further Board or Board liaison review. Motion carried unanimously.

Monitoring Delegation

MOTION: Ann Meier Carli moved, seconded by Robert Schulz, to adopt the ‘Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor; document as presented. Motion carried unanimously.

PDMP Delegation

MOTION: Ann Meier Carli moved, seconded by Peter Sorce, to delegate authority to the Prescription Drug Monitoring Program (PDMP) Liaison for all matters relating to PDMP. Motion carried unanimously.

LEGISLATIVE AND ADMINISTRATIVE RULE MATTERS**Proposals for Best Practices for Prescribing Controlled Substances Guidelines**

MOTION: Richard Foss moved, seconded by Ann Meier Carli, to authorize the Chair to work with DSPS staff to create a final version of Best Practices for Prescribing Guidelines in Optometry to bring before the full Board. Motion carried unanimously.

Budget Bill Provisions Regarding the Optometry Examining Board

MOTION: Robert Schulz moved, seconded by Ann Meier Carli, to record the Board’s opposition to the provision in the current budget bill that would eliminate the Optometry Examining Board. Motion carried unanimously.

MOTION: Richard Foss moved, seconded by Ann Meier Carli, to authorize the Board Chair to craft a letter to the Governor, Finance Committee Chairs, Senate and Assembly Health Committee Chairs, Secretary of DSPS, and Senate and Assembly leadership to express the Board’s opposition to the provision in the proposed budget bill that would eliminate the Optometry Examining Board. Motion carried unanimously.

MOTION: Robert Schulz moved, seconded by Richard Foss, to delegate Peter Sorce to carry on active discussions with Governor Walker, legislators and any others regarding the state budget. Motion carried unanimously.

SPEAKING ENGAGEMENT(S), TRAVEL, OR PUBLIC RELATION REQUEST(S)**National Board of Examiners in Optometry (NBEO) and Associated Regulatory Boards of Optometry (ARBO) Annual Meeting – June 18-20, 2017 in Washington, D.C.**

MOTION: Ann Meier Carli moved, seconded by Brian Hammes, to authorize Peter Sorce to serve as the Board’s delegate at the NBEO and ARBO Annual Meeting on June 18-20, 2017 in Washington, D.C. and to authorize travel. Motion carried unanimously.

MOTION: Ann Meier Carli moved, seconded by Brian Hammes, to authorize the department to submit a letter of recommendation by March 1, 2017 for Peter Sorce to receive the ARBO scholarship to attend the NBEA and ARBO Annual Meeting. Motion carried unanimously.

CLOSED SESSION

MOTION: Richard Foss moved, seconded by Robert Schulz, to convene to Closed Session to deliberate on cases following hearing (§ 19.85(1) (a), Stats.); to consider licensure or certification of individuals (§ 19.85 (1) (b), Stats.); to consider closing disciplinary investigations with administrative warnings (§ 19.85 (1) (b), Stats. and § 440.205, Stats.); to consider individual histories or disciplinary data (§ 19.85 (1) (f), Stats.); and to confer with legal counsel (§ 19.85 (1) (g), Stats.). The Chair read the language of the motion aloud for the record. The vote of each member was ascertained by voice vote. Roll Call Vote: Ann Meier Carli-yes; Richard Foss-yes; Brian Hammes-yes; Robert Schulz-yes; Peter Sorce-yes. Motion carried unanimously.

The Board convened into Closed Session at 10:38 a.m.

RECONVENE TO OPEN SESSION

MOTION: Peter Sorce moved, seconded by Ann Meier Carli, to reconvene in Open Session at 10:50 a.m. Motion carried unanimously.

ADJOURNMENT

MOTION: Peter Sorce moved, seconded by Ann Meier Carli, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 11:00 A.M.