

**The Kentucky Board of Ophthalmic Dispensers**  
**Minutes**  
**November 18, 2009**

A regular meeting of the Kentucky Board of Ophthalmic Dispensers was conducted November 18, 2009 at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky.

Members Present

Granville Smith, Chairman  
Melanie Abner, Secretary  
Dr. John Gleason  
Dr. Kevin Stallard  
Charlotte Whittaker

Office of Occupations and Professions

Frances Short, Executive Director  
David Garr, Deputy Executive Director  
Carla Claypool, Board Administrator  
Lucie Duvall, Board Administrator

Others Present

J. Michael West, Board Counsel/ Assistant Attorney General  
Byron E. Brentlinger, Ophthalmic Inspector

**Call to Order**

Chairman Smith called the meeting to order at 10:03 a.m.

**Approval of Minutes**

Ms. Abner made a motion to approve the minutes from September 16, 2009. The motion, seconded by Dr. Stallard, carried.

**Approval of Financial Statements**

Ms. Abner made a motion to approve the 2009 financial statements ending August, September and October. The motion, seconded by Dr. Stallard, carried.

Director Short explained the Office of the Attorney General billing report which will now be provided to the Board along with the monthly financial reports. The informational report gives a breakdown of the Attorney fees that are charged the board as reflected in the monthly financial statements.

**Executive Director's Report**

*Introductions* - Director Short introduced Lucie Duvall, newly-hired Board Administrator, who would be attending various board meetings while in training.

*Hosting Fees for Kentucky Interactive* - Director Short reported that the Office of Occupations and Professions is no longer working with Kentucky Interactive (KI) regarding proposed improvements and upgrades to the database, as the terms of KI's agreement changed and are no longer acceptable. The Office is continuing the project with the information technology department within the Public Protection Cabinet.

*Licensure Verification* - Director Short advised the Board that the Office will be implementing an automated "self-print" licensure verification form similar to the state of Illinois which will expedite the process for those requesting the service. Ms. Short explained that online verification is the only up-to-date "official" licensure verification that should be used.

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*Licensee Wallet ID Cards* – Director Short advised the Board that, for many reasons, the Office is considering discontinuing the wallet ID cards which are now issued to new and renewing licensees. Director Short particularly emphasized that the wallet cards were being used inappropriately as “official” licensure verification which was not in the best interest of protecting the public. Ms. Short suggested that the online verification already available from the Board website serve the same function as a wallet card.

Director Short asked for feedback from the Board and, after much discussion, it was determined that the wallet ID cards would continue to be issued, pursuant to 201 KAR 13:080, Section 6.

*Licensee Renewal Notices* -Director Short informed the Board that in lieu of continuing to mail renewal forms to all licensees, the Office would begin to mail postcard renewal reminders instead. Director Short advised that the postcards would direct the licensees to the Board’s website where renewal and other forms can be downloaded. In addition, licensees would have access to current information, laws and regulations and the online-renewal option. Director Short advised that licensees can still request a renewal form be mailed to them and that “audited” renewals would continue to be mailed out as usual.

Chair Smith agreed with the new renewal process and noted that it would have to take effect November 2010 as the Board is already in renewal for 2009.

### **Board Counsel Report**

Nothing to report.

### **Ophthalmic Inspector Report**

Mr. Brentlinger submitted a written report and advised that everything was going well with the inspections conducted to date. While no violations were reported, Mr. Brentlinger made one recommendation to follow up with Sunglass Works/Fayette Mall. A motion was made by Ms. Abner to send a letter reiterating the ophthalmic dispenser laws and regulations, specifically quoting the established law related to apprentice requiring supervision to dispense. The motion, seconded by Ms. Whittaker, carried. It was decided that Attorney West would write the letter.

### **Monthly Licensure Status Report**

There currently are 189 apprentice ophthalmic dispensers, 617 active ophthalmic dispensers and 188 inactive ophthalmic dispensers.

### **Approval of Apprentice Applications**

Ms. Abner made a motion to approve the following applicants for apprentice ophthalmic dispenser licenses:

Daniel Roberto Arroyo  
Britt Banta  
Megan Leah Barron  
Adam Charles Bradley

Bethany Nichole Brashears  
Sarah Anne Eldridge  
Nichole Erin Goebel  
Anna Rachel Greenwell

Chiara Monet Hurt  
Patricia A. Lewis  
Amber Elizabeth McGuire  
Francis M. Roche  
Jacob Ryne Skinner

The motion, seconded by Dr. Stallard, carried.

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### Approval of Practical Examination Applications

Ms. Abner made a motion to approve the following applicants for the practical examination:

Teresa Elaine Aaron	Alecia R. Morrison
Joelle D'Addario	Paul F. Sauer
Jennifer Lynne Fugate	Lorie Beth Sexton
Elizabeth J. Hardy	Meg A. Shutt
Kimberly K. Martin	Sheri Ann Sims

The motion, seconded by Dr. Stallard, carried.

### Approval of Continuing Education Requests

Ms. Abner made a motion to approve the following continuing education requests for full credit:

- Opticians Association of Ohio, October 11, 2009
- SECO International, February 10-14, 2010
- Opticians Association of Ohio, February 28, 2010

The motion, seconded by Dr. Stallard, carried.

### Additional Business

*Correspondence from Roy Ferguson, Ph.D., The Learning Curve* – A letter was received by Dr. Ferguson on September 24, 2009 regarding, among other issues, opticians moving from a state where licensure is not required to a state where a license is required and other issues. Chairman Smith responded to Dr. Ferguson's letter and wanted to make the Board aware of the correspondence.

*Report on NCSORB National Practical Exam* – Chairman Smith reported on the NCSORB meeting held in October. Mr. Smith was not able to attend the meeting but was connected by telephone for several hours. Chair Smith advised that significant progress continues to be made toward establishing a national practical and that if Kentucky agreed to accept a national practical, it would replace only a portion of the required exam.

*Approval of Out-of-State Travel* – A motion was made by Ms. Abner to approve out-of-state travel for Chairman Smith to attend the NCSORB meeting to be held in January 2010. The motion, seconded by Dr. Stallard, carried.

*Practical Exam* – It was announced that the practical exam would be given this day at 1:00 p.m.

### Approval of Travel and Per Diem

Ms. Abner made a motion to approve travel and per diem for the members attending today's meeting. The motion, seconded by Dr. Stallard, carried.

### Approve Meeting Schedule for 2010

The Board will meet the third Wednesday of every other month in 2010 with the practical exam given during the months of March, July and November. Therefore, the next meeting of the Board will be January 20, 2010, at 9:00 a.m.

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Having no further business to bring before the board, Dr. Gleason made a motion to adjourn at 10:55 a.m. The motion, seconded by Ms. Abner, carried.

**(Signature on File)**

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Approved January 20, 2010  
Granville Smith, Chairman

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