

**THE KENTUCKY BOARD OF OPHTHALMIC DISPENSERS**  
**MEETING MINUTES**  
**September 21, 2022**

A regular meeting of the Kentucky Board of Ophthalmic Dispensers conducted on September 21, 2022 for The Department of Professional Licensing at 500 Mero St., Frankfort, Kentucky 40601 via Zoom & PPC Conference Room 127CW.

**MEMBERS PRESENT**

Dr. Todd Purkiss  
Dr. Kimberly Smith  
Cindy Castle  
Mary K. Froelicher  
Jeroyd Evans

**DPL STAFF**

Jamar Carter, Administrative Section Supervisor  
Kristen Lawson, Commissioner  
Tasha Stewart, Administrative Section Supervisor  
Sara B. Janes, Board Counsel  
Clayton Patrick, General Counsel

**MEMBER ABSENT**

**GUESTS**

None

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**CALL TO ORDER**

Board Chair, Cindy Castle called the meeting to order at 10:02 a.m.

**MINUTES**

Dr. Todd Purkiss made a motion to approve the amended minutes from the July 20, 2022 regular board meeting, Dr. Kimberly Smith seconded the motion and the motion carried.

**FINANCIAL REPORT**

The board reviewed the financial reports from the months of July and August 2022 with no additional questions from the board at this time.

**DPL REPORT**

Commissioner Kristen Lawson introduced herself to the board & provided a brief overview of her previous work experience. She then updated the board on the completion of board member email addresses & the next steps to set them up for board member use.

Boards and Commissions Support Specialist Jamar Carter detailed the board on his promotion within The Department of Professional Licensing and a new specialist will be taking over prior to the 2023 board meeting.

**BOARD COUNSEL REPORT**

General Counsel Clayton Patrick introduced Sara B, Janes as new Board Counsel, she then provided an overview of her prior legal experience to the board.

**OLD BUSINESS**

100% audit on renewals tabled until the 2023 renewal cycle due to the COVID-19 State of Emergency.

The board reviewed the amended mark-up applications as well as the approved amended Regulations

A motion was made by Dr. Kimberly Smith to amended 201 KAR 13:040 Section 7(4)(a) to include "\$15 reactivation fee for apprentices returning from inactive status". Dr. Todd Purkiss seconded the motion and the motion carried.

A motion was made by Dr. Kimberly Smith to amend 201 KAR 13:040 Section 7(4)(b) to include “4 additional continuing educational hours before the end of the year”.

Dr. Todd Purkiss seconded the motion and the motion carried.

### **NEW BUSINESS**

The board reviewed the 2023 board meeting dates & 201 KAR 13:010. A motion was made by Mary K. Froelicher to meet the 3<sup>rd</sup> Wednesday of every other month beginning January 18, 2023. Dr. Todd Purkiss seconded the motion and the motion carried.

The board reviewed an out of state mailings correspondence submitted by a public member through email. After further consideration, the board determined the action at hand is not prohibited by board regulations at this time. Boards and Commissions Support Specialist will send a response to by email.

### **LICENSURE STATUS REPORT**

Boards and Commission Support Specialist Jamar Carter reported there are currently 185 active apprentice ophthalmic dispensers. 185 will expire in 2023 with 10 being Active-Active Not Eligible to Practice and 0 renewed on inactive status.

532 active Ophthalmic Dispensers, 532 will expire in 2023, 115 renewed on inactive status set to expire March 1, 2023.

### **APPLICATIONS COMMITTEE REVIEW**

No applications for review at this time

### **COMPLAINTS COMMITTEE REVIEW**

The complaints committee review 3 company notifications received via email with the possibilities of regulation violations & made the following recommendations:

- Company Notification I

Tabled until next meeting and have the Boards and Commissions Support Specialist to draft a warning correspondence notifying the establishment of 201 KAR 13:050 Section 2 (2) & 326.090(2) with a response is no later than 14days prior to the next meeting.

- Anonymous Notification

Request additional information from the claimant & provide a complaint form

- Company Notification II

Tabled until next meeting and have the Boards and Commissions Support Specialist to draft a warning correspondence notifying the establishment of 201 KAR 13:050 Section 2 (2) & 326.090(2) with a response due no later than 14 days prior to the next meeting.

Dr. Todd Purkiss made a motion to accept the complaints committee recommendation's, Dr. Kimberly Smith seconded the motion and the motion carried.

### **CONTINUING EDUCATION REVIEW**

The board reviewed 7 continuing education applications.

A motion was made by Mary K. Froelicher to approve the continuing education applications, Dr. Todd Purkiss seconded the motion and the motion carried.

Boards and Commissions Support Specialist will draft an approval letter and send it to the training liaison and include 201 KAR 13:050 Section 3.

## **OPHTHALMIC INSPECTOR REPORT**

No inspection at this time

## **APPROVAL OF TRAVEL AND PER DIEM**

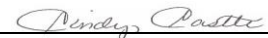
Mary K. Froelicher made a motion to approve per diem for members that attended today's meeting. Dr. Todd Purkiss seconded the motion & the motion carried.

## **NEXT MEETING**

The next scheduled board will take place on Wednesday, November 16, 2022 at the 500 Mero St, Frankfort, KY 40601, The Mayo-Underwood Building. The Applications and Complaints Committee will meet prior, at 9:30 a.m. with the board meeting to follow at 10:00am.

## **ADJOURNMENT**

Dr. Kimberly Smith made a motion to adjourn the meeting at 10:38a.m. Dr. Todd Purkiss seconded the motion & the motion carried.



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Cindy Castle, Board Chair