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STATE OF ALASKA  
DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT  
DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING  
BOARD OF EXAMINERS IN OPTOMETRY

TELECONFERENCE  
April 5, 2019

*The staff of the Division of Corporations, Business and Professional Licensing prepared these draft minutes. They have not been reviewed or approved by the Board.*

By authority of AS 08.01.070(2) and in compliance with the provision of AS 44.62, Article 6, a scheduled teleconference of the Board of Examiners in Optometry was held on August 6, 2018 via teleconference

**Agenda Item 1 – Call Meeting to Order / Roll Call**

In lieu of acting chair, Records and Licensing Supervisor Renee Hoffard called the meeting to order at 9:32am

Roll call:

- Dr. Damien Delzer – Present
- Dr. Erik Christianson – Present
- Mr. Eric Lingle – Present
- Dr. Pamela Steffes – Present
- Dr. Bradley Cross – Present

Juneau staff:

- Renee Hoffard – Present
- Emily Mesch – Present

Additional members of professional licensing staff present as observers for training purposes.

**Agenda Item 2 – Election of Officers**

Mr. Lingle nominates Dr. Delzer for role of chair. Dr. Christianson seconds the nomination.

Board Member	Approve	Deny	Recuse
Dr. Damien Delzer			X
Dr. Erik Christianson	X		

Mr. Eric Lingle	X		
Dr. Pamela Steffes	X		
Dr. Bradley Cross	X		

37

38 Dr. Delzer is confirmed as new chair of board. In his inaugural statement as chair, Dr. Delzer  
 39 congratulates Dr. Bradley Cross on appointment to the board, welcomes Emily Mesch.

40

41 Dr. Christianson nominates Dr. Steffes for role of secretary. Dr. Cross seconds the nomination.

Board Member	Approve	Deny	Recuse
Dr. Damien Delzer	X		
Dr. Erik Christianson	X		
Mr. Eric Lingle	X		
Dr. Pamela Steffes			X
Dr. Bradley Cross	X		

42

43 Dr. Steffes is confirmed as new secretary.

44

45 **Agenda Item 3 – Ethics Report**

46

47 Dr. Steffes inquires about reporting communication with licensees. Hoffard clarifies that such  
 48 communication is not relevant to ethics unless a vote on that licensee is called. The contact was  
 49 primarily regarding questions, which were forwarded to the examiner. No action taken.

50

51 **Agenda Item 4 – Review / Approval of Agenda**

52

53 Dr. Delzer entertains a motion to approve the agenda. Mr. Lingle motions to approve minutes. Dr.  
 54 Steffes seconds.

55

Board Member	Approve	Deny	Recuse
Dr. Damien Delzer	X		
Dr. Erik Christianson	X		
Mr. Eric Lingle	X		
Dr. Pamela Steffes	X		
Dr. Bradley Cross	X		

56

57 The agenda is approved unanimously.

58 **Agenda Item 5 – Review / Approval of Meeting Minutes**

59  
60 Dr. Delzer notes that there were a few editorial errors whose corrections he previously forwarded to  
61 licensing office. Considering these corrections, Dr. Delzer entertains a motion to approve minutes for  
62 the October 2018 and January 2019 meetings collectively. Dr. Steffes moves to adopt the minutes with  
63 noted corrections. Dr. Christianson seconds.

64

Board Member	Approve	Deny	Recuse
Dr. Damien Delzer	X		
Dr. Erik Christianson	X		
Mr. Eric Lingle	X		
Dr. Pamela Steffes	X		
Dr. Bradley Cross	X		

65

66 Minutes are approved unanimously.

67

68 Publicly noticed time for public comment has not yet arrived. Public comment tabled until 10:15am

69

70 **Agenda Item 6 – Division Update – Fiscal Reports**

71

72 Hoffard presents 2<sup>nd</sup> quarter fiscal report. Surplus reported of \$65,396, which brings existing deficit  
73 down to \$73,437. Board briefly discusses the sources of past spending and potential future revenue,  
74 established that there is a plan to bring deficit to zero over the next few years.

75

76 Hoffard discusses changes to how Licensing Office will be functioning, explains how these changes  
77 should lower costs for board and increase the attention they are given by their examiner.

78

79 New travel restrictions limit boards to one face-to-face meeting per year, no out-of-state travel. There  
80 is a brief discussion on attendance to ARBO national meeting. It is concluded that annual attendance is  
81 not necessary.

82

83 Hoffard discusses use of Zoom instead of GCI teleconferencing, explains that Zoom is more cost-  
84 effective.

85

86 Mr. Lingle motions for change of agenda to discuss Dr. Steffes’s attendance at ARBO meeting.

87 Christianson seconds.

88

Board Member	Approve	Deny	Recuse
Dr. Damien Delzer	X		
Dr. Erik Christianson	X		
Mr. Eric Lingle	X		
Dr. Pamela Steffes	X		
Dr. Bradley Cross	X		

89  
90 Motion passes with unanimous consent.

91  
92 Sr. Steffes was unable to attend ARBO meeting due to a death in the family, and has nothing to report.

93  
94 Board resolves to break until 10:15am.

95  
96 **Agenda Item 7 – Public Comment**

97  
98 There is no public comment.

99  
100 **Agenda Item 8 – Regulations Project**

101  
102 Sher Zinn joins meeting at 10:20am

103  
104 Zinn discusses wording changes proposed previously by Dr. Barney removing mention of a defunct  
105 organization. Zinn asks to clarify purpose of language in order to understand what wording is needed in  
106 proposed regulation. Should board leave the possibility for certifying courses accredited by medical  
107 bodies as opposed to strictly optometrist boards? The board agrees to acknowledge the possibility of  
108 recognizing CHEA-accredited courses, upon review by the board.

109  
110 Delzer entertains a motion to substitute the Council on Higher Education Accreditation of the United  
111 States Department of Education and strike the Council on Post-Secondary Accreditation of the United  
112 States Department of Education in regulation 12AAC48.035. Dr. Christiansen motions and Dr. Steffes  
113 seconds.

Board Member	Approve	Deny	Recuse
Dr. Damien Delzer	X		
Dr. Erik Christianson	X		
Mr. Eric Lingle	X		
Dr. Pamela Steffes	X		
Dr. Bradley Cross	X		

114  
115 The motion is approved unanimously.

116  
117 Question regarding wording of section f(2), “has continuously practiced in that state.” What if the  
118 candidate practiced in two states that allowed these procedures? Conclusion: if the candidate worked  
119 in multiple states with these allowances, those hours would be cumulatively considered for approval.

120  
121 Page 4 has typo: “forgery” rather than “surgery.” Typo is noted and will be corrected.

122  
123 Delzer entertains a motion to move 12AAC48.035 to public comment, following Department of Law’s  
124 final review. Dr. Steffes motions, Mr. Lingle seconds.

125

Board Member	Approve	Deny	Recuse
Dr. Damien Delzer	X		
Dr. Erik Christianson	X		
Mr. Eric Lingle	X		
Dr. Pamela Steffes	X		
Dr. Bradley Cross	X		

126

127 The motion is approved unanimously.

128

129 Sher Zinn leaves meeting.

130

131 **Agenda Item 9 – Administrative Business**

132

133 There is a brief discussion about moving to an electronic exam in continuation with a project Dr. Steffes  
 134 had been working on. Licensing office commits to working with Dr. Steffes on this project.

135

136 Considering travel limitations, board supports locating October meeting in Juneau, as it is centrally  
 137 located. Licensing office will check to verify that this is the best location. It is confirmed that the  
 138 meeting will be on October 11, 2019.

139

140 **Agenda Item 10 – Investigative Report**

141

142 Sonia Lipker joins meeting at 10:59 for Brian Howes.

143

144 There were no matters opened, and one was closed. There are no currently-open issues on the report.

145

146 **Agenda Item 11 – Annual Report**

147

148 Report must be amended to include Dr. Cross. It is proposed to add integration of legal examination to  
 149 electronic system. Hoffard notes some housekeeping on report due to typos, regulation changes. The  
 150 next audit will be in 2022.

151

152 Delzer entertains a motion to accept the annual report as presented with given amendments. Dr.  
 153 Christian motions. Mr. Lingle seconds.

Board Member	Approve	Deny	Recuse
Dr. Damien Delzer	X		
Dr. Erik Christianson	X		
Mr. Eric Lingle	X		
Dr. Pamela Steffes	X		
Dr. Bradley Cross	X		

154

155 Report is approved unanimously.

156

157 **Agenda Item 12 – New Business**

158  
159 Delzer states that he will be present at the annual Alaska Optometrics Association meeting to report on  
160 board’s behalf. Dr. Christianson indicates he will also be present. Dr. Steffes moves that Dr. Delzer and  
161 Dr. Christianson be allowed to speak on board’s behalf at the conference. Dr. Cross seconds.

Board Member	Approve	Deny	Recuse
Dr. Damien Delzer	X		
Dr. Erik Christianson	X		
Mr. Eric Lingle	X		
Dr. Pamela Steffes	X		
Dr. Bradley Cross	X		

162  
163 The motion passes unanimously. Dr. Steffes will not be at the meeting, but Dr. Cross will.

164  
165 Hoffard reminds board members, as three board members will attend the conference, to be mindful of  
166 perceptions while in attendance, and to avoid the appearance of conducting board business outside of a  
167 board meeting.

168  
169 Dr. Delzer adjourns meeting at 11:20am.

170  
171 Respectfully Submitted:

172  
173 \_\_\_\_\_  
174 Emily Mesch, Licensing Examiner

175  
176 Approved:

177  
178 \_\_\_\_\_  
179 Dr. Damien Delzer, Chairperson  
180 Alaska Board of Optometry

181  
182 \_\_\_\_\_  
183 Date