

Call to Order

The October 8, 2021 Virginia Board of Optometry (Board) meeting was called to order at 10:03 A.M. at the Department of Health Professions (DHP), Perimeter Center, 9960 Mayland Drive, 2nd Floor, Board Room 4, Henrico, Virginia 23233.

Presiding Officer

Fred E. Goldberg, OD, President

Board Members Present

Devon Cabot, Citizen Member, Vice-President

Helene Clayton-Jeter, OD

Evan Kaufman, OD

Clifford A. Roffis, OD

Lisa Wallace-Davis, OD

Staff Present

Leslie Knachel, Executive Director

Kelli Moss, Deputy Executive Director

Barbara Allison-Bryan, MD, Deputy Director DHP

Elaine Yeatts, Sr. Policy Analyst DHP

Heather Pote, Sr. Discipline Case Specialist

Laura Paasch, Operations Administrative Assistant

Charis Mitchell, Assistant Attorney General, Board Counsel

Sylvia Robinson, Licensing Administrative Assistant

Melissa Moore, Discipline Case Administrator

Public Present

Bo Keeney, Virginia Optometric Association

Establishment of Quorum

With six board members present, a quorum was established.

Introduction of new Board Member and new Board staff

Dr. Goldberg introduced Dr. Evan Kaufman as the newest member of the Board of Optometry.

Ms. Knachel introduced new board staff members Melissa Moore and Sylvia Robinson.

Mission Statement

Dr. Goldberg read the Department of Health Professions' mission statement. He thanked the board and staff members for their continued participation in helping to fulfill this mission.

Ordering of Agenda

The agenda was accepted as presented.

Public Comment

There were no requests to provide public comment.

Approval of Meeting Minutes

Dr. Goldberg opened the floor to any edits or corrections regarding the draft minutes for the July 16, 2021 Board meeting. Hearing none, the minutes were approved as presented.

Director's Report

Dr. Allison-Bryan provided the agency report in Dr. Brown's absence. She informed the Board of the following:

- DHP is planning for a return to the office in January 2022.
- Current Covid-19 vaccination and infection rates for Virginia which are trending downward.

Policy Analyst's Report

- Ms. Yeatts presented an update on regulations for Waiver of Electronic Prescribing. Recommended adoption of final regulations to replace the emergency regulations.

A motion by Dr. Roffis to adopt the final regulations was properly seconded by Dr. Wallace-Davis. The motion carried unanimously.

- Ms. Yeatts reported that the Regulatory/Legislative Committee recommends to the full Board to amend the regulations by adding the requirement that patient confirmation of receipt of contact lens prescription at the end of the contact lens fitting be maintained in the patient record. Ms. Yeatts indicated that the recommendation from the Committee did not require another motion. A vote was taken and the motion carried unanimously.
- Ms. Yeatts presented information regarding the Electronic Meeting Policy provided by an additional handout.

A motion by Ms. Cabot to adopt the Electronic Meeting Policy final regulations was properly seconded by Dr. Clayton-Jeter. The motion carried unanimously.

Discussion Items

Guidance Documents

- 105-14 Bylaws: Ms. Knachel provided that following the repeal of Professional Designations, the Board no longer needs a Professional Designation Committee listed in Bylaws and recommends removal.

A motion Dr. Clayton-Jeter to delete the Professional Designation from the Bylaws was properly seconded by Dr. Wallace-Davis. The motion carried unanimously.

- 105-28 Instruction Manual on Use of Sanction Reference Points: Ms. Knachel indicated that the manual is under review and recommendations for updates will be forthcoming.

Board Counsel Report

Ms. Mitchell had no information to report to the Board.

Board President's Report

Dr. Goldberg thanked board members and staff for all that was accomplished during his tenure as Board President. He wished Dr. Wallace-Davis well as she begins her tenure as Board President on January 1, 2022.

Board of Health Professions Report

Dr. Clayton-Jeter reported that the Board of Health Professions has not met since the last Board of Optometry meeting. She read a letter from Dr. Brown naming Ms. Knachel as Executive Director of the Board of Health Professions.

Staff Reports

- Ms. Knachel reported on the following:
 - Thanked Board Members and staff for their work over the past year.
 - Board Statistics
 - 2022 meeting calendar
 - Reminded Board Members of the ARBO meeting in June 2022.
- Ms. Moss reported on the disciplinary caseload.

New Business

No new business

Next Meeting

The next full board meeting is scheduled for February 11, 2022.

Adjournment

With no objection, the meeting adjourned at 11:10 a.m.

Leslie L. Knachel, Executive Director Date