

**VIRGINIA BOARD OF OPTOMETRY
INFORMAL CONFERENCE
JANUARY 20, 2011
DEPARTMENT OF HEALTH PROFESSIONS
HENRICO, VIRGINIA**

- TIME & PLACE:** The informal conference before a Special Conference Committee (SCC) was called to order at 1:11 p.m., on January 20, 2011, at the Department of Health Professions, 9960 Mayland Drive, 2nd Floor, Room 1, Henrico, Virginia.
- MEMBERS PRESENT:** Jonathan Noble, O.D.
Angela Tsai, O.D.
- STAFF PRESENT:** Leslie L. Knachel, M.P.H., Executive Director
Peter Oppen, Adjudication Analyst, APD
Carol Stamey, Operations Manager
Asia Williams, Administrative Assistant
- MATTER SCHEDULED:** **Ayaka Sato, O.D., 0618001703**
Case No.: 131231
- DISCUSSION:** Dr. Sato was not present and was not represented by counsel. The SCC proceeded in Dr. Sato's absence as the Notice of Informal Conference dated November 18, 2010, was mailed to Dr. Sato's legal address of record via regular mail and United Parcel Services Ground delivery.
- CLOSED SESSION:** On properly seconded motion by Dr. Tsai, the SCC recessed Open Session and convened in Closed Session pursuant to §2.2-3711(A)(28) of the Code of Virginia (Code) for the purpose of deliberation to reach a decision in the matter regarding **Ayaka Sato, O.D.** Additionally, it was moved that Peter Oppen, Carol Stamey and Asia Williams attend the Closed Session because their presence in the closed meeting was deemed necessary and would aid the SCC in its deliberations.
- OPEN SESSION:** Having certified that the matters discussed in the preceding Closed Session met the requirements of §2.2-3712 of the Code, the SCC reconvened in Open Session for the purpose of consulting with

Leslie Knachel regarding procedural issues.

CLOSED SESSION:

On properly seconded motion by Dr. Tsai, the SCC recessed Open Session and convened in Closed Session pursuant to §2.2-3711(A)(28) of the Code of Virginia (Code) for the purpose of deliberation to reach a decision in the matter regarding **Ayaka Sato, O.D.** Additionally, it was moved that Peter Opper, Carol Stamey and Asia Williams attend the Closed Session because their presence in the closed meeting was deemed necessary and would aid the SCC in its deliberations.

OPEN SESSION:

Having certified that the matters discussed in the preceding Closed Session met the requirements of §2.2-3712 of the Code, the SCC reconvened in Open Session and a decision was rendered.

ADJOURNMENT:

The conference adjourned at 2:03 p.m.

Dr. Jonathan Noble, O.D.
Chair

Leslie L. Knachel, M.P.H.
Executive Director