

**VIRGINIA BOARD OF OPTOMETRY
SPECIAL CONFERENCE COMMITTEE MINUTES
DEPARTMENT OF HEALTH PROFESSIONS
BOARD ROOM 1
HENRICO, VA
DECEMBER 3, 2021**

- CALL TO ORDER:** A meeting of a Special Conference Committee (“Committee”) of the Virginia Board of Optometry (“Board”) was convened on December 3, 2021 at 9:12 a.m. at the Department of Health Professions, Perimeter Center, 2nd Floor Conference Center, Board Room 1, 9960 Mayland Drive, Henrico Virginia 23233.
- MEMBERS PRESENT:** Helene Clayton-Jeter, O.D., Chairperson
Evan Kaufman, O.D., Committee Member
- STAFF PRESENT:** Kelli Moss, Deputy Executive Director
Heather Pote, Sr. Discipline Case Specialist
Melissa Moore, Discipline Case Specialist
Claire Foley, Adjudication Specialist, APD
- MATTER SCHEDULED:** **Alan Gregory Toler, TPA-Certified Optometrist**
License No. 0618-000188
Case No. 201853
- DISCUSSION:** Dr. Toler appeared before the Committee in person in accordance with a Notice of Informal Conference dated October 22, 2021, to inquire into allegations that he may have violated certain laws and regulations governing the practice of Optometry in Virginia. Dr. Toler was not represented by counsel. Dr. Clayton-Jeter disclosed that she and Dr. Kaufman were acquainted with Dr. Toler through a professional association, and that the acquaintance would not affect the Committee’s ability to make an impartial decision. Dr. Toler did not object to Dr. Clayton-Jeter and Dr. Kaufman’s presence on the Committee. The Committee fully discussed the allegations contained in the Notice with Dr. Toler.
- CLOSED SESSION:** Dr. Kaufman moved that the Committee convene a closed meeting pursuant to § 2.2-3711(A)(27) of the Code for the purpose of deliberation to reach a decision in the matter regarding **Alan Gregory Toler, TPA-Certified Optometrist**. Additionally, Dr. Kaufman moved the Ms. Moss attend the closed meeting because her presence in the closed meeting was deemed necessary and would aid the committee in its deliberations. The motion was seconded by Dr. Clayton-Jeter and carried unanimously.

RECONVENE:

Dr. Kaufman moved that the Committee certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened. The motion was seconded by Dr. Clayton-Jeter and carried unanimously.

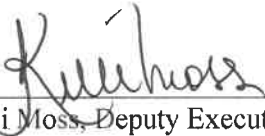
The Committee reconvened in open session pursuant to § 2.2-3712(D) of the Code.

DECISION:

Case No. 195345

Dr. Kaufman moved that the Committee issue a reprimand to Alan Gregory Toler, TPA-Certified Optometrist and require him to complete continuing education in the subject of headaches, and that the basis for this decision will be set forth in a final Board order sent to Dr. Toler. The motion was seconded by Dr. Clayton-Jeter and carried unanimously.

The hearing concluded at 11:12 a.m.



Kelli Moss, Deputy Executive Director