

**GEORGIA BOARD OF DISPENSING OPTICIANS
CONFERENCE CALL BOARD MEETING MINUTES * September 30, 2015**

A conference call meeting of the Georgia Board of Dispensing Opticians was met by Conference Call Wednesday, September 30, 2015 @ 8:30 a.m. in the office of the Secretary of State at the Professional Licensing Boards Division at 237 Coliseum Drive in Macon, Georgia.

Board Members Present:

Diane Drake, Chair
Glenn Morris, Vice-Chair
Lurue Lord
Dave Meldrum

Board Members Absent:

Joseph Reed

Administrative Staff Present:

Brig Zimmerman, Executive Director HC-1
Tracy Allen, Licensure Analyst
Mary Katherine Lindsey, Board Support Specialist

Attorney General's Office Representative:

Wylencia Monroe, Esq., Assistant Attorney General

Ms. Drake, Chair established that a quorum was present and called the Conference Call meeting to order at 8:41 a.m.

Guests:

**Lanard Atkins, Georgia Piedmont Technical College
Thomas Blair, Opticians Association of Georgia
Danielle Shellenbarger, Georgia Piedmont Technical College Student
Selena Noel, Georgia Piedmont Technical College Student**

Agenda: Approved as presented

Public Rules Hearing:

- 420-5-.01 Application and Examination Requirements
 - Correspondence From: Blair, T., OAG

420-5-.01 Application and Examination Requirements.

- (1) The optical dispensing practical examination shall be held a minimum of twice a year.
- (2) Only complete applications, and the required fee, with all attachments and documents filed with the Board at least forty-five (45) days prior to the examination will be scheduled for the next available exam date, on a first come, first served basis. Each application must be accompanied by the following attachments:
 - (a) A Secure and Verifiable Document and Affidavit of Citizenship as defined in Code Section 50-36-2;
 - (b) Copy of high school diploma or its equivalent as defined by the State Board of Education;
 - (c) If applying on the basis of education, the applicant must have satisfactorily completed an opticianry degree or diploma from a recognized school of ophthalmic dispensing approved by the Board as defined in 420-5-.01 (d) below. An official college transcript and copy of diploma or degree indicating the graduation date must accompany the application.
 - (d) A recognized school of ophthalmic dispensing as referenced in OCGA 43-29-7(b)(4), is one which provides an ophthalmic dispensing program which ~~is accredited by the Commission on Opticianry Accreditation. The curriculum~~ shall include approved curriculum of opticianry courses leading to a diploma, degree or certificate that is approved by the Technical College System of Georgia (TCSG). Recognition may be granted to other opticianry educational

programs by the Georgia State Board of Dispensing Opticians on a provisional basis pending application, acceptable quarterly reports on progress to the board ~~and ultimate accreditation by the Commission on Opticianry Accreditation~~. Failure to report acceptable progressive reports quarterly will result in withdrawal of recognition of the program by the Georgia State Board of Dispensing Opticians.

(e) Applicants applying on the basis of education and experience must submit a transcript and an affidavit that specifies total course clock hours completed from a program. The applicant must also furnish an affidavit of work hours engaged in ophthalmic dispensing activities approved by the Board while under the direct supervision of a Georgia licensed optician, a Georgia licensed physician or a Georgia licensed optometrist. The total combined number of hours must be a minimum of 3000 hours; and not less than two calendar years;

(f) Applicants applying on the basis of practical experience shall furnish an affidavit of work hours engaged in ophthalmic dispensing activities approved by the Board while under the direct supervision of a Georgia licensed optician, a Georgia licensed physician or a Georgia licensed optometrist. The total of hours must be a minimum of 3,000 hours and not less than two calendar years;

(g) Applicants applying on the basis of formal home study programs through the Ophthalmic Career Progression Program with the National Academy of Opticianry or other programs approved by the board must furnish an affidavit of having successfully completed the program.

(3) Subject matter of examination shall be related to ophthalmic dispensing.

(4) The passing score for the ophthalmic dispensing practical examination shall be 75.

(5) Any false or misleading information in connection with any application may because for exclusion from the examination on the ground of lack of good moral character. If the Board finds that the application is complete and that all the requirements of the statute and of the regulations have been met, it shall issue to the applicant a letter which shall advise the applicant of the time, date and place of the examination. The candidate shall submit his/her letter to the examiner upon entrance to the examination room.

(6) Licensing examinations shall be conducted in accordance with the following procedure and any candidate violating the procedure may be dismissed from the examination room or otherwise disciplined:

(a) No candidate may enter the examination room late nor leave the examination room early;

(b) During the examination no candidate shall communicate with any other candidate in any way;

(c) A candidate shall not bring books or other help of any kind into the examination room unless directed to do so by the Board because of the character of the examination.

(7) Prior to issuance of a license, applicant must submit current ABO and NCLE certificates.

Authority O.C.G.A. §§ 43-29-6 and 43-29-7

Mr. Meldrum motioned, Mr. Morris seconded, and the Board voted to adopt Rule 420-5-.01 Application and Examination Requirements as presented. None opposed, motion carried.

Board Meeting Minutes:

- August 12, 2015

Mr. Morris motioned, Mr. Meldrum seconded and the Board voted to approve the meeting minutes of August 12, 2015 as amended. None opposed, motion carried.

2016 Board Meeting Schedule:

- Wednesday, February 10, 2016 – Board Meeting**
Macon - Board Offices @ 10:00 a.m.

- Wednesday, May 18, 2016**
**Conference Call Meeting @ 8:30 a.m.*

- Wednesday, August 10, 2016 – Board Meeting**
Macon - Board Offices @ 10:00 a.m.

- Wednesday, November 9, 2016**
**Conference Call Meeting @ 8:30 a.m.*

The Board approved the 2016 Board Meeting Schedule as presented.

Mr. Morris moved, Ms. Lord seconded, and the Board voted to enter into Executive Session in accordance with O.C. G. A. 43-1-2(k) (1) (2), 43-1-2(k) (3) (4) , 43-1-2(k) (4) and 50-14-4(b) to review applications. Voting in favor of the motion were those present who included Board members: Drake, Meldrum, Lord and Morris.

Application:

- M. C.

Recommendation:

Approved for reinstatement

Executive Session Minutes:

- August 12, 2015

Recommendation:

Approve

At the conclusion of Executive Session, Ms. Drake declared the meeting back into “open” session pursuant to the Open and Public Meeting Act O.C.G.A. § 50-14-1 et seq. No votes were obtained during Executive Session.

Mr. Morris motioned, Mr. Meldrum seconded and the Board voted to approve the recommendation on the application as presented. None opposed, motion carried.

Mr. Meldrum motioned, Mr. Morris seconded and the Board voted to approve the August 12, 2015 Executive Session Minutes as presented. None opposed, motion carried.

Mr. Meldrum motioned, Ms. Lord seconded and the Board voted to adjourn the meeting at 9:04 a.m.

Minutes recorded by:
Reviewed and edited by:

Mary Katherine Lindsey, BSS- HC1
Brig Zimmerman, Executive Director

DIANE DRAKE
Chair

BRIG ZIMMERMAN
Executive Director, HC1

Date Approved: **November 4, 2015**