



**South Dakota Board of Examiners in Optometry**

**Meeting Minutes**

**March 25, 2019**

**8:30AM (CST)**

**Tieszen Law Office Conference Room**

**Pierre, SD 57501**

Board Members		Board Staff Present	
Craig Dockter, OD, President	Present	Deni Amundson, Executive Secretary	
Denette Eismach, OD	Present	Naomi Cromwell, Board Attorney	
Allen Haiar, OD, Vice President	Present	Ann Meyer, Assistant Attorney General	
Scott Schirber, OD	Present		
Jamie Farmen, Consumer Member	Present		
		Guests	
		Deb Mortenson, South Dakota Optometric Society	

1. **Attendance:** President Dockter called the meeting to order at 8:30AM on March 25, 2019.

**2. Approval of Agenda**

Board Action: J Farmen moved to approve the agenda, seconded by A Haiar.

Dockter	YES	Schirber	YES
Eismach	YES	Farmen	YES
Haiar	YES	5 YES, MOTION CARRIED	

3. **Board Member Requests for Conflict Waiver:** There were no requests for conflict waivers or action taken.

**4. Board Minutes**

Board Action: S Schirber moved to approve minutes from August 17, 2019, October 29, 2019 and February 21, 2019, seconded by D Eismach.

Dockter	YES	Schirber	YES
Eismach	YES	Farmen	YES
Haiar	YES	5 YES, MOTION CARRIED	

5. **Financial Reports:** D Amundson presented the financial report for fiscal year 2019 through March 2, 2019, and the multi-year comparison report on pages 14 of the agenda packet.

Board Action: D Eismach moved to accept the financial report as presented, seconded by J Farmen.

Dockter	YES	Schirber	YES
Eismach	YES	Farmen	YES
Haiar	YES	5 YES, MOTION CARRIED	

6. **Board Review and Approve CE Courses:** Continuing education courses, submitted since the last meeting on August 17, 2019, were reviewed and approved by individual signature vote.

**7. Old Business:** Discussion was had regarding the five agenda items that have been continued to be monitored on state and national levels. Board certification and lasers may be removed from this list for now. No further discussion. Continue to monitor and table until the next meeting.

**7. New Business:**

**A. Licensing:** No discussion or action taken.

**B. Procedural Codes:** No discussion or action taken.

**C. Administrative Rule/Legislative Updates:** Discussion was had regarding HB 1111, which is an act to provide professional or occupational licensure for certain active duty military personnel and spouses. All procedures and forms will be reviewed to maintain compliance with this new law. No action taken.

**D. Contracts:**

At 9:55am, S Schirber moved to go into executive session pursuant to SDCL 1-25-2 (1) to review the executive secretary contract.

At 10:05am, President Dockter declared the board out of executive session.

Board Action: J Farmen moved to increase the salary FY20 contract for Deni Amundson by 2.5%, for a total of \$1820 per month and increase the monthly rent to \$425 per month, seconded by A Haiar.

Dockter	YES	Schirber	YES
Eisnach	YES	Farmen	YES
Haiar	YES	5 YES, MOTION CARRIED	

Board Action: S Schirber moved to approve the FY20 contract for Tieszen Law Office using the same terms as FY19, seconded by D Eisnach.

Dockter	YES	Schirber	YES
Eisnach	YES	Farmen	YES
Haiar	YES	5 YES, MOTION CARRIED	

Board Action: D Eisnach moved to approve the FY20 contract for the South Dakota Optometric Society using the same terms as FY19, seconded by J Farmen.

Dockter	YES	Schirber	YES
Eisnach	YES	Farmen	YES
Haiar	YES	5 YES, MOTION CARRIED	

Board Action: S Schirber moved to approve the FY20 contracts for Lisa Kollis-Young and Scott Kennedy using the same terms as FY19, seconded by D Eisnach.

Dockter	YES	Schirber	YES
Eisnach	YES	Farmen	YES
Haiair	YES	5 YES, MOTION CARRIED	

Board Action: J Farmen moved to approve the FY20 contract for BPro using the same terms as FY19, seconded by A Haiair.

Dockter	YES	Schirber	YES
Eisnach	YES	Farmen	YES
Haiair	YES	5 YES, MOTION CARRIED	

**E. Pharmacy Board Database Integration:** The South Dakota Board of Pharmacy has made a request to the other health department boards to integrate license verification information into their database to assist them in increasing their efficiency in registering licensees into their Prescription Drug Monitoring Program (PDMP). Deni Amundson will continue to work with them to find out more about the technical requirements and expenses associated with complying with their request. Tabled until next meeting.

Dockter	YES	Schirber	YES
Eisnach	YES	Farmen	YES
Haiair	YES	5 YES, MOTION CARRIED	

**F. Administrative Rule and Statute Review:** The board reviewed and discussed numerous administrative rules and statutes. Naomi Cromwell and Deni Amundson will compile a new packet of potential amendments for review at the next board meeting. Administrative rules that will be included: 20:50:02: 03.01, 20:50:02:04.03, New Proposed Rules-20:50:02:07.01 et seq., 20:50:02:08, 20:50:04:06, 20:50:10:03, 20:50:08:02, 20:50:08:04, 20:50:11:02, and 20:50:08:02.01. Statutes under review will include: 37-7-14, 36-7-20.4, 36-7-21 and 36-7-24. The board members will also review the CPT codes and submit any potential amendments to Deni Amundson to be considered by the board at the next meeting. Tabled until next meeting.

**G. Intense Pulsed Light:** No action taken.

At 1:31, Scott Schirber left the meeting. A quorum of the board is still present.

**H. Law and Ethics Exam Applicant Protocol:** Discussion was had regarding the need to establish a security protocol for proctoring the law and ethics exam for applicants. Deni Amundson will create of draft of an official protocol for review at the next meeting. Tabled until next meeting.

**I. Forms:** There was previous board discussion about revising forms. Deni Amundson reported that, since this board is currently reviewing numerous administrative rules and statutes, she will hold off on making any changes until this review is complete. She will go through everything at that time. No action taken.

**J. VOSH Request for Temporary Licensure & Special CE Consideration:** Discussion was had regarding a letter submitted by Volunteer Optometric Services to Humanity regarding temporary licensure and special CE consideration. This board does not have the legislative authority to consider temporary licensure and board declined the request for special CE consideration. No action taken.

**8. Public Comment:** No public comment.

**10. Time and Place of Next Meeting:**

Next Meeting: Friday, August 16, 2019, 8:00AM (CST), Tieszen Law Office Conference Room, 306 East Capitol, Pierre, SD 57501

**9. Adjournment:**

Board Action: At 1:50pm, D Eismach moved to adjourn meeting, seconded by J Farnen.

Dockter	YES	Schirber	YES
Eismach	YES	Farnen	YES
Haier	YES	5 YES, MOTION CARRIED	