



South Dakota Board of Examiners in Optometry
Meeting Minutes
April 7, 2025
8:00AM (CST)
In-Person Meeting
Americinn Conference Room
312 Island Drive, Fort Pierre, SD 57532

DRAFT MINUTES
HAVE NOT BEEN
APPROVED BY THE
BOARD

Board Members		Board Staff Present
Jamie Farmen, Consumer Member	Present	Deni Martin, Executive Secretary
Brian Gill, OD	Present	Megan Borchert, Board General Counsel
Shane Hartman, OD	Present	Guests
Angela Hase, OD, President	Present	
Scott Schirber, OD, Vice President	Present	
		Deb Mortenson, SD Optometric Society
		Kaitlin Sherer, SD Department of Health

Attendance: President Hase called the meeting to order at 8:03am on April 7, 2025.

(Start part 1 audio.)

1. Public Rules Hearing: See attached "Minutes of Public Hearing".

Board Action: S Schirber moved to approve the administrative rules packet as presented, seconded by S Hartman. Vote:

Farmen	YES	Hase	YES
Gill	YES	Schirber	YES
Hartman	YES	5 YES, MOTION CARRIED	

2. Approval of Agenda:

Board Action: B Gill moved to approve the agenda, seconded by J Farmen. Vote:

Farmen	YES	Hase	YES
Gill	YES	Schirber	YES
Hartman	YES	5 YES, MOTION CARRIED	

3. Conflict of Interest: All board members reported no conflict with agenda items.

4. Public Comment: No public comment.

5. Approval Minutes:

Board Action: S Schirber moved to approve the minutes from the virtual meeting on January 27, 2025, seconded by S Hartman. Vote:

Farmen	YES	Hase	YES
Gill	YES	Schirber	YES
Hartman	YES	5 YES, MOTION CARRIED	

6. Financial Reports:

Board Action: D Martin presented the treasurer's report found on pages 19-21 of the agenda packet. B Gill moved to accept treasurer's report, seconded by J Farmen. Vote:

Farmer	YES	Hase	YES
Gill	YES	Schirber	YES
Hartman	YES	5 YES, MOTION CARRIED	

7. Board Review and Approve Non-COPE CE Courses:

Board Action: Non-Cope continuing education was reviewed and approved via signature vote with the documents.

Board Action: At 8:30am, pursuant to SDCL 1-25-2, S Schirber moved to enter into executive session to consult with legal counsel regarding licensing matters, seconded by S Hartman.
Vote:

Farmer	YES	Hase	YES
Gill	YES	Schirber	YES
Hartman	YES	5 YES, MOTION CARRIED	

(End of part 1 audio.)

At 8:41am, the board moved out of executive session. (Start of part 2 audio.)

Discussion was had regarding the vulnerable adult mandatory reporter training and CPR courses. Mandatory reporter training will be approved and classified as practice management. CPR is also very important, but does not fall within optometric education so it will not be approved to apply towards required education, but still encouraged to attend without credit.

8. Old Business

A. National and State Issues Monitored: D Mortenson reported that several states are embroiled in Vision Benefits Manager legislation. Eleven states have some level of scope expansion bills that she is monitoring. SDOS attempted to add optometry to the state's recruitment assistance program, but it failed in Senate appropriations. A medical debt bill was defeated. There was also a 1.25% increase in Medicaid reimbursement.

M Borchert also reported that the Attorney General's office will be publishing information regarding open meeting laws that will be shared with the board annually pursuant to SB 74. There was also clarification regarding what constitutes a meeting if there is a quorum of the board in HB 1059.

B. Statute & Administrative Rule Review: Nothing at this time.

9. New Business

A. Licensing: Nine general applications were reviewed:

- 25-7 Kacie Kreifels
- 25-8 Arabella Arabejo
- 25-9 Melody Delahoussaye-Turner
- 25-10 Chantal Jacques
- 25-11 Victoria Johnson
- 25-12 Kristine Zabala
- 25-13 Neil Brogden
- 25-14 Kathleen Gross

Board Action: B Gill moved to ratify the approval of all nine applications, seconded by J Farmen. Vote:

Farmen	YES	Hase	YES
Gill	YES	Schirber	YES
Hartman	YES	5 YES, MOTION CARRIED	

Eighteen advanced procedure application were reviewed:

Mitchell Ibach: LAS-T, LAS-YAG
Beth Kunkel: LAS-YAG, ST, LAS-T, INJ-PA
Matthew Kunkel: INJ-S, LAS-YAG, ST, LAS-T, INJ-PA
Rachel Osmundson: INJ-PA, ST, LAS-T
Keith Rasmussen: LAS-YAG
Justin Schweitzer: ST, LAS-T
Douglas Wallin: LAS-YAG

Board Action: S Hartman moved to ratify the approval of all advanced procedures applications, seconded by S Schirber. Vote:

Farmen	YES	Hase	YES
Gill	YES	Schirber	YES
Hartman	YES	5 YES, MOTION CARRIED	

D Martin reviewed pages 22 and 23 of the agenda packet as an informational item that the online renewal pages would be edited to added additional attestations and to make sure the renewal questions match the application question. No action taken.

B. Applications:

The board reviewed the general application on pages 24-35 of the agenda packet. S Schirber moved to add an appendix to expand and clarify the law attestation and remove the appendixes for the references, seconded by S Hartman. Vote:

Farmen	YES	Hase	YES
Gill	YES	Schirber	YES
Hartman	YES	5 YES, MOTION CARRIED	

The board discussed creating an online application and how that would effect the notary process. J Farmen moved for D Martin to start working on online applications that would have the option to print and submit appendix documents, seconded by B Gill. Vote:

Farmen	YES	Hase	YES
Gill	YES	Schirber	YES
Hartman	YES	5 YES, MOTION CARRIED	

D Martin presented edits to one of the advanced procedures applications found on pages 36-40 of the agenda packet to clarify the process now that that form has been used for a few months.

S Hartman moved to accept these edits and also make them to the all of the advanced procedure applications, seconded by S Schirber. Vote:

Farmen	YES	Hase	YES
Gill	YES	Schirber	YES
Hartman	YES	5 YES, MOTION CARRIED	

C. Board Member Terms:

The board reviewed the board member terms on page 41 of the agenda packet. S Schirber's third term will be completed June 30, 2025. Since he is currently serving as the vice-president, the board will need to vote on a new vice president. J Farmen moved to make B Gill vice president, seconded by S Hartman. Vote:

Farmen	YES	Hase	YES
Gill	YES	Schirber	YES
Hartman	YES	5 YES, MOTION CARRIED	

D. Contracts:

Board Action: At 9:35am, pursuant to SDCL 1-25-2, S Hartman moved to enter into executive session to consult with legal counsel regarding contractual matters, seconded by S Schirber. Vote:

Farmen	YES	Hase	YES
Gill	YES	Schirber	YES
Hartman	YES	5 YES, MOTION CARRIED	

(End part 2 audio.)

At 9:50am, the board moved out of executive session. (Start part 3 audio.)

Board Action: S Hartman moved to approve the board investigator contract at \$90/hour, not to exceed \$5,000, seconded by S Schirber. Vote:

Farmen	YES	Hase	YES
Gill	YES	Schirber	YES
Hartman	YES	5 YES, MOTION CARRIED	

Board Action: B Gill moved to approve the Codewise contract at \$90/hour, not to exceed \$5,000, seconded by J Farmen. Vote:

Farmen	YES	Hase	YES
Gill	YES	Schirber	YES
Hartman	YES	5 YES, MOTION CARRIED	

Board Action: S Schirber moved to approve a 3-year contract with Deni Martin with an annual salary of \$50,500 plus expenses to be reimbursed up to \$7,000, seconded by S Hartman. Vote:

Farmen	YES	Hase	YES
Gill	YES	Schirber	YES
Hartman	YES	5 YES, MOTION CARRIED	

10. Time and Place of Next Meeting:

- Monday, August 25, 2025- In-Person Meeting**
 AmericInn- Conference Room
 312 Island Drive, Fort Pierre, SD 57532
 8:00am (CST)

11. Adjournment:

Board Action: B Gill moved to adjourn meeting at 9:55am, seconded by S Hartman. Vote:

Farmen	YES	Hase	YES
Gill	YES	Schirber	YES
Hartman	YES	5 YES, MOTION CARRIED	

Approved: XXX