

**South Carolina Board of Examiners in Opticianry  
Board Meeting Minutes  
February 24, 2022 at 9:00 am**

Public Notice of this meeting was properly posted at the Opticianry Board Office, Synergy Business Park, Kingstree Building, and provided to all requesting persons, organizations, and news media in compliance with the South Carolina Freedom of Information Act, Section 30-4-80.

**BOARD MEMBER PRESENT:**

Mr. Keith Hayes, Chairman  
Mr. Grant Brown, Vice Chairman  
Ms. Emily Mikell  
Mr. Daniel Gosnell  
Mr. James Rhodes  
Mr. John Inabinet

**SCLLR STAFF PRESENT:**

Mary League, Office of Advice Counsel  
Meredith Buttler, Administrator  
Jacquelyn White, Program Coordinator

**PRESENT:**

Robin Reibold, Court Reporter  
Jeanette Cooper  
Wesley Scott, SCAO

**CALL TO ORDER:** Mr. Hayes, Chairman call the meeting to order at 9:08 am.

**APPROVAL OF AGENDA**

**Motion:** To approve the agenda.  
Gosnell/Mikell/Approved.

**INTRODUCTION OF BOARD MEMBERS**

Mr. Hayes introduced the board members.

**APPROVAL OF EXCUSED MEMBERS**

No members were absence.

**APPROVAL OF NOVEMBER 4, 2021 BOARD MEETING MINUTES**

**Motion:** To approve November 4, 2021 Board Meeting minutes.  
Rhodes/Mikell/Approved.

## **STAFF REPORT:**

### Administrator Report

Ms. Buttler reported to date, the Board has 495 active in-state optician licensees, 52 active out-state optician licensees, 0 inactive optician licensee, 249 active in-state contact lens dispensing licensees, 20 active out-state contact lens dispensing licensees, 0 inactive contact lens licensee and 131 registered apprentices.

The Board's current cash balance as of January 31, 2022 is \$143,869.38.

To better assist the licensee and applicant pools, the Board office is engaging in the development of short videos. These videos are designed to present the licensure and apprenticeship requirements, in video format to facilitate better understanding for the applicants and licensees. The Board office receives a lot of phone call from people not understanding the requirements as written.

### Office of Investigations and Enforcement Report

On behalf of Mr. Sanders, Ms. Buttler reported for the period from November 4, 2021 to January 31, 2022, there 0 active investigations, 0 closed cases and 0 complaints received.

### Investigative Review Committee Report

On behalf of Mr. Sanders, Ms. Buttler reported the IRC Committee did not meet as there were no cases for review.

### Office of Disciplinary Counsel Report

On behalf of Ms. Sutusky, Ms. Buttler reported as of February 22, 2022, there are 0 open cases, 0 pending hearings and agreements, 0 pending closure, 0 appeals.

## **APPLICATION HEARINGS**

### a. Jeanette Cooper

Ms. Cooper appeared before the Board for a re-examination application hearing. She was not represented by counsel and was sworn in by the court reporter. Applications hearings are recorded by a certified court reporter in the event a verbatim transcript is necessary.

**Motion:** To enter an executive session for legal advice.

Gosnell/Brown/Approved.

**Motion:** To return to public session.

Mikell/Brown/Approved.

**Motion:** To grant request to re-examine.

Inabinet/Rhodes/Approved.

Mr. Brown strongly recommend Ms. Cooper visit the ABO website and review the virtual practical practice exam.

## **NEW BUSINESS**

### a. Review of Election Protocol

Per the Board's request, Ms. Buttler presented the election protocol for review and approval. Mr. Brown asked if the two seats expiring this year would be run on the same election ballot or run separately. Ms. Buttler stated that was up to the Board. Mr. Hayes recommend running two election since the terms expired on different dates.

**Motion:** To approve protocol as presented and hold separate elections for each seat.  
Brown/Inabinet/Approved.

### b. CE Broker Implementation Plan

Ms. Buttler presented the plan for activation of the CE Broker tracking system. The plan will move in three stages. The first stage encourages licensees to activate their free basic account and become familiar with the system. The second part will come after the 2023 renewal cycle in which licensees will be required to report CEs in the system for the 2025 renewal cycle. The Board office will conduct an audit and work with licensees to become compliant in the system. The third part is full integration of CE Broker into the renewal system in which licensee will not be able to renew until they are compliant in CE Broker.

Mr. Scott representing the Association, stated he would be happy to work with Ms. Buttler and CE Broker on getting the Association set up as a provider in the system.

## **ELECTION OF OFFICERS**

Ms. Buttler opened the floor for nomination of the Chairperson.

**Motion:** To nominate Mr. Hayes as Chairperson.  
Gosnell/Brown/Approved.

Mr. Hayes opened the floor for nomination of the Vice Chairperson.

**Motion:** To nominate Mr. Brown as Vice Chairperson.  
Mikell/Gosnell/Approved.

## **PUBLIC COMMENTS**

No public comments.

## **ANNOUNCEMENTS**

No announcements.

## **ADJOURNMENT**

**Motion:** To adjourn.  
Brown/Mikell/Approved.

The meeting was adjourned at 10:14 am.