

THE BOARD OF EXAMINERS IN OPTOMETRY
Professional & Vocational Licensing Division
Department of Commerce and Consumer Affairs
State of Hawaii

MINUTES OF MEETING

The agenda for this meeting was filed with the Office of the Lieutenant Governor, as required by Section 92-7(b), Hawaii Revised Statutes ("HRS").

Date: Monday, December 16, 2013

Time: 8:30 a.m.

Place: Queen Liliuokalani Conference Room
King Kalakaua Building
335 Merchant Street, 1st Floor
Honolulu, Hawaii 96813

Present: Kevin K. Lui, O.D., Chair
Reid Saito, O.D., Vice Chair
Gayle Chang, Public Member
Jere Loo, O.D.
Geoffrey Reynolds, O.D.
Joy Shimabuku, Public Member
Peter J. Shoji, O.D.
Daniel Jacob, Deputy Attorney General ("DAG")
Sandra Matsushima, Executive Officer ("EO")
Jennifer Fong, Secretary

Guests: Sierra Rice, Association of Regulatory Boards of Optometry ("ARBO")

Agenda: The agenda for this meeting was filed with the Office of the Lieutenant Governor, as required by section 92-7(b), Hawaii Revised Statutes ("HRS").

1. Call to Order: There being a quorum present, Chair Lui called the meeting to order at 8:37 a.m.

2. Additions/
Revisions to
Agenda: None.

3. Approval of
Board Meeting
and Executive
Session Minutes
of November After some discussion, it was moved by Vice Chair Saito, seconded by Dr. Reynolds, and unanimously carried to approve both the board and executive session

20, 2013: minutes of the November 20, 2013 meeting as circulated.

4. Executive Officer's Report:

a. License Renewal Update

EO Matsushima reported that there are 415 licensees. As of December 2, 2013, 211 have renewed their license. Of those, 204 renewed online.

5. New Business:

a. ARBO OE Tracker Presentation by Sierra Rice

Ms. Rice gave a comprehensive presentation on ARBO's OE Tracker ("OET"):

- OET was developed to electronically capture, verify and store optometrists' CE attendance data to benefit the state licensing boards, licensees, and continuing education ("CE") administrators.
- ARBO currently has 425 ODs in OET with a Hawaii license. Of those, 356 have some CE data in their accounts and 201 are registered with OET.
- There is an annual administrative fee per optometrist per year for complete access to their OET account (currently one year for \$20 or three years for \$45).
 - ◆ Those who opt to pay the fee have complete access to their information (including course title, COPE ID# if COPE-approved, category, format, date, instructor name, provider and # of hours). They can also track the number of hours they have earned and at any time print a CE transcript or paper certificate to use as proof of attendance.
 - ◆ Those who do not opt to pay the fee will still be able to login to their account but will only be able to review the number of CE hours earned listed by the date of attendance. They will not be able to see the course title, COPE ID# if COPE-Approved, category, format, instructor name or provider. Once their attendance at a course has been uploaded, a verification email is sent to the OD which contains a link to download a certificate. The link is valid for 14 days.
- OET has always been free to our member boards. CE Administrators are not charged to submit attendance information to OE TRACKER if it is supplied electronically (emailed spreadsheet, downloaded from scanners).
- Many states use OET in some way. 18 states accept OET certificates and transcripts. 13 states use OET to verify CE hours for some licensees. 5 states (Arkansas, Georgia, North Dakota, Tennessee and Wyoming) require licensees to use OET. 2 states (Alabama and Kansas) have automatic data transfer for renewals. 13 states including Hawaii do not use OET.

- OET can be customized to make the auditing process easier and more efficient. Custom reports can be created with any information you require from the OET database.

After some discussion, the Board thanked Ms. Rice for her presentation and asked her to inquire about the following:

- Creating a custom report that would designate between inter-active live and non-live courses as well as TPA and non-TPA courses;
- Whether courses that do not comply with the Board's requirements can be excluded (i.e. practice management courses about tax strategies; marketing/advertising; investments; or financial planning);
- If there is a way for the Board and/or the OD to request to view the original certificate(s) from ARBO.

Executive
Session:

At 9:31 a.m., it was moved by Dr. Loo, seconded by Dr. Reynolds, and unanimously carried to enter into executive session to consult with the Board's attorney on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities in accordance with Section 92-5(a)(4), HRS.

At 9:49 a.m., it was moved by Ms. Shimabuku, seconded by Vice Chair Saito, and unanimously carried to move out of executive session.

By consensus, the Board deferred this discussion.

Chair Lui asked Dr. Reynolds to come up with some discussion points for the next meeting.

Dr. Reynolds agreed.

b. Request from Roger Christian Ede, O.D. for Trade Name Approval

The Board reviewed the request from Dr. Ede for approval of the following trade name: Vision Care Centers of Hawaii.

Upon a motion by Chair Lui, seconded by Ms. Chang, it was voted on and unanimously carried to approve the trade name mentioned above.

6. Continuing
Education:

a. Continuing Education Course Report

Ms. Shimabuku moved to approve the following continuing education courses:

<u>Index #</u>	<u>Program Title/Sponsor</u>	<u>CE</u>	<u>TPA Hours</u>
13-033	Academy 2013 Seattle American Academy of Optometry	155	147
14-002	Island Eyes Conference Pacific University College of Optometry	28	18
14-003	Montana Optometric Association 2014 Winter Ski Conference Montana Optometric Association	13	11
14-004	Unusual Glaucomas: Secondary Glaucomas and Childhood Glaucomas Hawaiian Eye Center	2	2
14-005	Overview of Corneal Disease Hawaiian Eye Center	2	2
14-006	Cataract Update: Managing Complications and Creating Happy Patients Hawaiian Eye Center	1	1
14-007	Evaluation and Treatment of the Red Eye Hawaiian Eye Center	1	1
14-008	Interpretation of OCT Hawaiian Eye Center	1	1
14-009	Ocular Allergy Hawaiian Eye Center	1	1

Dr. Loo seconded the motion, it was voted on and unanimously carried.

7. Applications:

a. Ratification List

Upon a motion by Dr. Loo, seconded by Dr. Reynolds, it was voted on and unanimously carried to ratify the following:

Approved for TPA Certification

- DONABAUER, AMANDA J

b. Applications

None.

8. Next Meeting: Monday, January 6, 2013
8:30 a.m.
Queen Liliuokalani Conference Room
King Kalakaua Building
335 Merchant Street, 1st Floor
Honolulu, Hawaii 96813

9. Adjournment: With no further business to discuss, Chair Lui adjourned the meeting at 10:09 a.m.

Taken by:

/s/ Jennifer Fong

Jennifer Fong
Secretary

Reviewed by:

/s/ Sandra Matsushima

Sandra Matsushima
Executive Officer

12/30/13

Minutes approved as is.

Minutes approved with changes; see minutes of _____.