**Maine Board of Optometry**

**113 State House Station**

**Augusta, Maine 04333**

**MINUTES OF FEBRUARY 17, 2022**

**BOARD MEETING**

**CALL TO ORDER**: The meeting was called to order by Dr. Cote, O.D. at 5:32 p.m. Members present Paul Cote, O.D, Parise Chamberland, O.D, James Smith, O.D. and James Murphy, Public Member.

Others present Tina Carpentier, Office Specialist II, Elizabeth Stivers, Assistant Attorney and ­­ one ­­­­­­­citizen.

**Absent**: Thomas Nadeau, O.D., Chair

**OLD BUSINESS:**

Action on Minutes of November 5, 2021 Meeting: A motion was made by Dr. Chamberland, second by James Murphy to accept the minutes as written.

The motion passes 4 in favor and 0 opposed.

Adoption of code of ethics (tabled from 11-5-2021) The Board reviewed and discussed adoption of AOA Code of Ethics with additional information from the Board.

A motion was made by Dr. Smith, second by Dr. Chamberland to adopt the AOA Code of Ethics with additional information the Board voted to add.

The motion passes 4 in favor and 0 opposed.

**NEW BUSINESS:**

Dr. Murray Letter dated 12-15-2021: The Board reviewed Dr. Murray letter dated 12-15-2021 regarding Disciplinary Supervisor and to amend the Consent Agreement.

A motion was made by Dr. Chamberland, second by Dr. Smith to amend the Consent Agreement date to March 28, 2022.

The motion passes 4 in favor and 0 opposed.

A motion was made by Dr. Chamberland, second by James Murphy to approve Dr. Diaz as Dr. Murphy’s disciplinary supervisor.

The motion passes 4 in favor and 0 opposed.

Remote Participation Policy: The Board reviewed and discussed the remote participation policy.

A motion was made by Dr. Smith, second by Dr. Chamberland to adopt the Remote Participation Policy.

The motion passes 4 in favor and 0 opposed.

2022 license renewals: The board reviewed letters from three Optometrist requesting approval for continuing education issues.

Email dated January 3, 2022, Dr. Arielle Costello, short 1 hour of continuing education.

A motion was made by Dr. Smith, second by James Murphy to send a letter stating that the Board will except the 1 hour of continuing education that was made up in 2022.

Letter dated February 3, 2022, Dr. Timothy Kearins, short 2 hours of non-cope continuing education.

A motion was made by Dr. Chamberland, second by James Murphy to send a letter stating that the Board will approve the 2 hours of non-cope for 2021 continuing education credits.

Fax dated January 3, 2022, Dr. Linwood Colson, requesting waiver of continuing education eligibility requirements for renewal of his optometrist license for the April 1, 2022 due to illness.

A motion was made by Dr. Smith, second by Dr. Chamberland to send a letter stating the Board will waiver 5 hours of continuing education due to undo hardship.

The motions pass 4 in favor and 0 opposed.

**EXECUTIVE SESSION**: Pursuant to 1 MRS Chapter 13, section 405 (Executive Sessions), paragraph 6(A), I Dr. Cote, made the motion that the Maine Board of Optometry go into Executive Session at 6:01 p.m. for Performance Management form for Office Specialist II.

The motion passes 4-0.

A Motion was made by Dr. Smith, seconded by James Murphy to end the Executive Session at 6:11 p.m.

The motion passed 4-0.

A motion was made by James Murphy, second by Dr. Chamberland to approve the performance review.

The motion passed unanimously 4-0.

**PRESIDENT’S REPORT**: None

**SECRETARY’S REPORT:** As of February 7, 2022, 85 Optometrist have renewed their license.

27 Optometrist have not met their 25 hours of continuing education.

Due to increases in expenses, the Board may need to increase the License fees to meet the increase in expenses.

The office specialist asked the Board Members if she could go full-time to keep up with her work-load. The Board agreed.

**ADJOURNED:** A motion was made by James Murphy, seconded by Dr. Smith to adjourn the meeting at 6:20 p.m.

The next meeting will be held on May 6, 2022.

Respectfully submitted,

Tina Carpentier

 Office Specialist II