

BOARD OF DISPENSING OPTICIANS

Telephonic Board Meeting Minutes

Date: February 28, 2008

Time: 10:00 a.m., C.S.T.

Location: Dogwood Room
Ground Floor
227 French Landing
Nashville, TN 37243

Members Present: Kelly Godsey, Chair
Kathy Hawking, Secretary
Stacy Chitwood, Board Member
Dr. Edward Risby, Consumer Member

Members Absent: Kimberly Jackson, Board Member

Staff Present: Libby Miller, Director, Health Related Boards
Barbara Maxwell, Administrative Director
Melody Spitznas, Administrative Services Assistant

Upon determination of a quorum, Mr. Godsey called the telephonic meeting to order at 10:14 a.m. to consider a change in the contract term regarding the Request for Proposal (RFP) concerning the Board of Dispensing Optician's Practical Examination.

Roll call votes were conducted to ensure each participant was connected, that each participant could hear all responses and all participants received a copy of the proposed change in the Request for Proposal from Ms. Spitznas. A motion was made by Ms. Chitwood, seconded by Dr. Risby, to proceed with the telephonic meeting. A roll call vote was conducted and all Board members voted in the affirmative. The motion carried. A motion was made by Ms. Chitwood, seconded by Dr. Risby, to find that the requirements for an electronic meeting had been met. A roll call vote was conducted and all Board members voted in the affirmative. The motion carried.

Ms. Spitznas turned the meeting over to Ms. Libby Miller, Director of Health Related Boards. Ms. Miller stated that the contract had a term commencing on June 30, 2008 and ending July 1, 2011. Ms. Miller said the contract was incorrect in the Board meeting books when the Board reviewed the RFP on January 15, 2008. Ms. Miller informed the Board that the contract term had been changed to be a two-year term, beginning July 1, 2008 and ending June 30, 2010 with three (3) one-year extensions. Ms. Miller asked the Board if that is the way they thought it should be, the Board could entertain a motion. Mr. Godsey made a motion, seconded by Ms.

Hawkins, to accept the contract term of two years, with three one-year extensions. A roll call vote was conducted and all Board members voted in the affirmative. The motion carried. Ms. Miller asked if the Board had any further business to discuss and if the Board accepts the RFP and the contract with the amendment. A roll call vote was conducted and all Board members voted in the affirmative. The motion carried. Ms. Chitwood made a motion, seconded by Dr. Risby, to adjourn the telephonic meeting at 10:20 a.m. The motion carried.

Ratified by the Tennessee Board of Dispensing Opticians on March 26, 2008.