



CALIFORNIA STATE BOARD OF OPTOMETRY
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**DISPENSING OPTICIAN COMMITTEE
 MEETING ACTION MINUTES**

American Career College
 3130 E. Sedona Ct, Room 178
 Ontario, CA 91764
 American Career College

See Webcast for discussions
[September 22, 2017](#)

Members Present

Martha Garcia, CLD, SLD, Committee Chair
 Anna Watts, CLD, SLD
 Kanchan Mattoo, Public Member
 William Kysella, JD, Public Member

Staff Present

Jessica Siefertman, Executive Officer
 Kellie Flores, Board Liaison
 Todd Kerrin, Policy Analyst
 Mina Hamilton, Legal Counsel

Guest List

On File

1. Call to Order/Roll Call

Ms. Garcia, Committee Chair called roll and a quorum was established.

2. Public Comment for Items Not on the Agenda

Note: The committee may not discuss or take action on any matter raised during this public comment section, except to decide whether to place the matter on the agenda of a future meeting [Government Code §11125, §11125.7(a)].

There were no public comments.

3. [Approval of Committee Minutes](#) (Webcast 1:06:08)

A. August 18, 2017

Mr. Kysella moved to approve the August 18, 2017 Committee Meeting Minutes as amended. Ms. Watts seconded. The Committee voted unanimously (4-0) and the motion passed. (Webcast 1:08:11)

| Member | Aye | No | Abstain | Absent | Recusal |
|-------------|-----|----|---------|--------|---------|
| Ms. Garcia | X | | | | |
| Ms. Watts | X | | | | |
| Mr. Mattoo | X | | | | |
| Mr. Kysella | X | | | | |

4. [Review and Discussion on the Registered Dispensing Opticians \(RDO\) Fund Condition and Projected Expenditure Report](#) (Webcast 0:01:04)

There was no action taken on this item.

5. [Update, Discussion and Possible Action Regarding the DOC Outreach Campaign; Recommendation to Full Board](#) (Webcast 1:09:33)

Mr. Kysella moved to approve the communication strategy as noted and authorize staff to work with legal to make final edits to the outreach content. Mr. Mattoo seconded. The Committee voted unanimously (4-0) and the motion passed. (Webcast 1:23:04)

| Member | Aye | No | Abstain | Absent | Recusal |
|-------------|-----|----|---------|--------|---------|
| Ms. Garcia | X | | | | |
| Ms. Watts | X | | | | |
| Mr. Mattoo | X | | | | |
| Mr. Kysella | X | | | | |

6. [Update, Discussion and Possible Action Regarding Amendments to RDO Program Applications for Registration and Suggested Regulations; Recommendation to Full Board](#) (Webcast 1:24:27)

Mr. Kysella moved to recommend the Board approve the proposed regulations and applications as amended and delegate authority to the EO and staff to make technical edits throughout the application. Mr. Mattoo seconded. The Committee voted unanimously (4-0) and the motion passed. (Webcast 1:47:07)

| Member | Aye | No | Abstain | Absent | Recusal |
|-------------|-----|----|---------|--------|---------|
| Ms. Garcia | X | | | | |
| Ms. Watts | X | | | | |
| Mr. Mattoo | X | | | | |
| Mr. Kysella | X | | | | |

7. [Update, Discussion and Possible Action Regarding Draft Dispenser and Optician Disciplinary Guidelines and Suggested Regulations; Recommendation to Full Board](#) (Webcast 1:48:25)

No action was taken on this item.

8. [Update, Discussion and Possible Action Regarding Proposed Occupational Analysis and Audit of the American Board of Opticianry Examination and National Contact Lens Examination; Recommendation to Full Board](#) (Webcast 41:03)

Mr. Mattoo moved to recommend the Board proceed with an Occupational Analysis and Linkage Study for the NCLE for FY 17/18, or as soon as possible based on OPES resources. Mr. Kysella seconded. The Committee voted unanimously (4-0) and the motion passed. (Webcast 1:03:21)

| Member | Aye | No | Abstain | Absent | Recusal |
|-------------|-----|----|---------|--------|---------|
| Ms. Garcia | X | | | | |
| Ms. Watts | X | | | | |
| Mr. Mattoo | X | | | | |
| Mr. Kysella | X | | | | |

9. Discussion and Possible Action Regarding Initial Registration and Renewal Requirements for RDO Program Registrants; Recommendation to the Full Board (Webcast 2:02:50)

No action was taken on this item.

10. Future Agenda Items

11. Adjournment