

## **MINUTES**

### **NEVADA STATE BOARD OF OPTOMETRY REGULAR MEETING**

June 2<sup>nd</sup>, 2016

Best Western Airport Plaza Hotel & Conference Center  
Gulfstream Room  
1981 Terminal Way  
Reno, Nevada 89502

A regular meeting of the Nevada Board of Optometry was called to order by Board President, Vincent A. Gassen, O.D., at 9:34 a.m. on June 2, 2016, at the Gulfstream Room of the Best Western Airport Plaza Hotel & Conference Center in Reno, Nevada.

Participating and present at the meeting locale were:

Vincent Gassen, O.D., Board President  
Chen K. Young, O.D., Board Member  
William Harvey, O.D., Board Member  
Louis Ling, Board Counsel  
Conrad Frederickson  
Michael Siva  
Sandra Reed  
Caren Jenkins

Agenda Item 1. Dr. Gassen asked for public comment. Ms. Caren Jenkins addressed the Board, explained that she had been one of the applicants for consideration for the Executive Director position, and expressed concern with the process of how applicants were selected to be interviewed.

Agenda Item 2. The Board reviewed the proposed minutes from its meetings of March 29, 2016 and April 27, 2016. Dr. Harvey moved to approve the minutes with minor corrections, which Ms. Settlemeyer seconded. The motion passed unanimously.

Agenda Item 3. The Board interviewed Conrad Frederickson, Michael Siva, and Sandra Reed in succession as candidates to serve the Board as its Executive Director. After the Board concluded its interviews, the Board discussed whether all Board members should have been allowed to review all of the cover letters and resumes submitted to make additional selections for interviews. Ms. Settlemeyer moved that none of the three candidates interviewed would be offered an appointment as Executive Director at that time, which was seconded by Dr. Young. The motion passed on a 3-1 vote with Dr. Gassen voting against the motion.

Agenda Item 4. The Board indicated a desire that all Board members be allowed to review the cover letters and resumes of all the responsive applicants in order to select additional candidates to interview. Mr. Ling explained that the Open Meeting Law prohibited the viewing or discussing of the cover letters and resumes at the meeting because the unsuccessful applicants had been notified previously that they would not be considered at the June 2 meeting. Mr. Ling explained that the process to fulfill the Board's will would require two meetings. The first meeting could be a telephonic meeting at which all applicants who still desired to be considered would have their names placed before the Board so that each Board member could select therefrom any person or persons the Board member would want to interview. The second meeting would be a face-to-face meeting at which the additional candidates would be interviewed. The Board discussed process outlined by Mr. Ling and determined to hold the first meeting on June 16<sup>th</sup>, 2016 at 6:00 p.m., with the second meeting to be held on July 18<sup>th</sup>, 2016 at 8:30 a.m. The place for the second meeting would be determined at a later time based upon the locales of the majority of the applicants who would be interviewed.

Agenda Item 6. Mr. Ling explained his efforts on the Board's behalf to address the most pressing administrative needs of the Board since Ms. Kennedy's death. In particular, Mr. Ling explained that the Board was on a quarter-by-quarter lease that would require paying an additional quarter starting July 1, 2016. Mr. Ling explained that he had arranged with Ms. Settlemeyer to pay the Board's outstanding bills and had made a deposit of all outstanding checks on the Board's behalf. Mr. Ling explained that he could not locate any record of Ms. Kennedy's accrued annual leave. Mr. Ling explained that the Board's regulation was being subjected to additional scrutiny and negotiation and that if the negotiation required a change from the existing language, the Board would need to approved the change before the regulation could proceed through the legislative review process. Mr. Ling explained that there were a large number of pending licensure applications that he could not process, and the Board indicated that its members and Mr. Ling were to inform applicants that they should not expect their licenses until September 2016 because of the Board's present circumstances.

Agenda Item 5. There was no public comment.

Dr. Young moved to adjourn, which motion was seconded by Ms. Settlemeyer. The motion passed unanimously. The meeting was adjourned at 1:44 p.m.