

GUAM BOARD OF EXAMINERS FOR OPTOMETRY

REGULAR BOARD MEETING

Tuesday, June 25, 2024 at 8:30 AM Guam (ChST)

Join Zoom Meeting <https://us06web.zoom.us/j/82557876303?pwd=yBIHlau36ScTVSDTEsfd2EVRw2Yhk.1>

Meeting ID: 825 5787 6303 Passcode: 912917

MINUTES

	Agenda Item	Discussion/Decision		Responsible Party	Reporting Time Frame	Status
I	CALL TO ORDER:	Meeting Chaired by M. San Nicolas		Chair	0845	Called to Order
a.	ROLL CALL:	GBBC <u>HPLO Conference Room:</u> <input checked="" type="checkbox"/> Marlene San Nicolas, O.D., Chairperson <input type="checkbox"/> Julian Archer, O.D., Treasurer <input checked="" type="checkbox"/> James Anglim, O.D., Secretary <u>Virtual Attendance:</u> <input checked="" type="checkbox"/> John Kim, O.D., Vice-Chairperson	Others Present <u>HPLO Conference:</u> Jasmine Almoguera, HPLO	Chair	0845	Quorum Established
b.	PROOF OF PUBLICATION	Meeting published on the Guam Daily Post as well as in the GovGuam Public Notices Portal		GBEO	0845	Confirmed
II	APPROVAL OF AGENDA	<i>Motion to approve: J. Anglim; 2nd: J. Kim</i>		GBEO	0845	Unanimously Approved
III	APPROVAL OF MINUTES	Minutes of 9/26/2023 Meeting. <i>Motion to approve: J. Kim; 2nd: J. Anglim</i>		GBEO	0845	Unanimously Approved
IV	TREASURER'S REPORT	No Report		J. Anglim	0846	No Report
V	HPLO ADMINISTRATIVE REPORT	A. Complaints/Investigations: The complaints and investigations process are being developed and, once finalized, will be shared with the Board. NOTE: During a discussion in the Announcement Agenda Item, Dr. Kim asked whether the board would initiate the investigation and if an outside investigator would be hired. It was noted that there is a template and a flow chart for the investigation steps, which are still under development. Once completed, these will be shared with the Board, and further clarification about the involvement of outside investigators will be provided. There was a suggestion to consider incorporating these standardized investigation		HPLO	0846	Noted. Clarification on the Application Photograph Requirement

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		<p>procedures into the GBEO rules and regulations revision, as is being done with other boards.</p> <p>B. Notary/Photos of Applicants:</p> <ol style="list-style-type: none"> 1. A notary is no longer required for renewal applications. 2. A two-by-two U.S. passport photo will now be required for all initial and renewal applications. A memo detailing these updates will be sent to the Board and all licensees, ensuring they are informed about the new requirements for every renewal. Dr. Kim inquired whether the recent updates were only minor revisions and asked for the justification behind these changes. In response, it was explained that the photo requirement was updated because some boards do not request a photo with every renewal application, and an updated photo is needed for the renewal process. A memo detailing this change will be sent to all Board and licensees as part of the renewal application. When asked about other boards requiring two-by-two photos, it was clarified that while the GBNE requires such photos along with police and court clearances, other boards like GBEP do not. There was a discussion about aligning all boards to require two-by-two photos at every renewal, which is particularly relevant for GBEO, which renews annually. This update will be communicated promptly. The Chair requested that applicants be reminded to submit the photo in person or via email before GBEO review. HPLO clarified that the photo is required for both initial and renewal applications starting this year, with the aim to standardize this requirement across all boards. Regarding the exact utilization of the photo, the Chair stated that the photo would help HPLO staff in the identification of licensees, as well as when handling complaints more effectively. Further clarification on this policy will be provided at the next meeting. <p>C. Rules and Regulations: During the Association of Regulatory Boards for Optometry meeting, Z. Pecina reported that the meeting focused on rules and regulations and the outcome of the ARBO would be provided to the Board.</p> 			
VI	OLD BUSINESS	<p>A. The Practice Act Revision (TPA) – ongoing discussion. During the ongoing discussion about The Practice Act Revision (TPA), J. Kim reported that he had met with Tom Keeler, who provided valuable insights on</p>	GBEO	0855	On-going

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		the structure of the laws, rules, and regulations. Tom Keeler suggested that the current language is overly verbose and recommended removing superfluous content. J. Kim acknowledged the need for edits, either on his own or with other board members. He expressed interest in using a newly mentioned template before proceeding with further meetings with Tom Keeler. It was agreed to check with J. Bruan, who attended the ARBO meeting with Z. Pecina, to obtain the template. J. Kim planned to review the template first and complete most of the work independently to expedite the process before any collaborative efforts.			
		B. Rules and Regulations Proposed Revision 2.0 – ongoing discussion	GBEO		On-going
VII	NEW BUSINESS	C. Complaints and Investigations Process	HPLO	0857	Reference Administrator Report
VIII	ANNOUNCEMENTS	<p>A. Next Meeting: The Chair announced that the next GBEO meeting would be held on July 30th, contingent on receiving additional information from HPLO and further progress on the rules and regulations. Additionally, the meeting would address any new applications submitted before that date.</p> <ul style="list-style-type: none"> • Dr. Kim stated that he would be unable to attend the next meeting; however, Dr. Archer may be able to attend in his place <p>B. Other Discussion: In reference to GBEO Board member attendance at other meetings, the Chair stated that ARBO meeting, was recently held in Tennessee. Z. Pecina attended this year's meeting, likely through a travel grant. The Chair stated that Z. Pecina frequently attends regulatory meetings for various boards.</p>	GBEO	0842	Tentative Meeting Date Set Noted
IX	ADJOURNMENT	<i>Motion to Adjourn: J. Anglim; 2nd: J. Kim</i>	GBEO	0904	Adjourned

Minutes Drafted by: FLAME TREE Freedom Center Inc

Date Submitted: 7/1/2024

Submitted by the GBBC Secretary:

Date: 8/27/2024

Approved by the GBBC with or without changes:

Date: 8/27/2024

Certified by or Attested by the Chairperson:

Date: 8/27/2024