

**TENNESSEE BOARD OF DISPENSING OPTICIANS
MEETING MINUTES**

DATE: April 23, 2025
TIME: 9:00 A.M. CST
LOCATION: Health Related Boards
Poplar Room
665 Mainstream Drive
Nashville, TN 37243

BOARD MEMBERS

PRESENT: Herman Bowman
Larry Christopher
Brandy Miller
LeRhonda Walton-Hill

BOARD MEMBER(S)

ABSENT: Consumer Member – Vacant
Jonathan Winnegrad

STAFF PRESENT: Kimberly Wallace, Regulatory Board Administrative Director
Maria Johnston, Regulatory Board Administrative Assistant
Kathy Trawick, Associate General Counsel

Call to Order

Ms. Miller called the meeting to order at 9:04 AM CST and chaired the meeting. A roll call was conducted, and a quorum was present, with Mr. Bowman, Mr. Christopher, Ms. Miller, and Ms. Walton-Hill, present.

Staff were introduced, with Ms. Wallace, Ms. Johnston, and Ms. Trawick present.

Ms. Trawick presented the Conflict of Interest Statement and Open Meetings Act Notice to the Board, as follows:

Conflict of Interest

PURPOSE: To assure that the individual interests of board members do not conflict with or have the appearance of conflicts with their responsibilities to the Board to which they are appointed.

CONFLICT OF INTEREST: A circumstance in which a board member's individual interest impairs or impedes, or gives the appearance of impairing or impeding, his or her ability to make full, unbiased decisions or to provide full unbiased service to the Board.

It is the duty of this Board to protect the health, safety, and welfare of the citizens of Tennessee and that the administration of this solemn responsibility is dependent upon avoiding even the appearance of impropriety.

Any board member who has a conflict of interest as defined above must recuse himself/herself from any matter and is prohibited from participating in any discussion or vote on the matter and shall leave the hearing room during the discussion or vote.

If you have a personal or financial interest in the outcome of any issue or matter before this Board that may suggest a bias on your part, you are asked to state that interest on the record so a determination can be made as to whether there exists a need for recusal.

It is improper for any board member having a conflict of interest to attempt to influence another board member at any time, including prior to the discussion on the matter for which the conflict exists.

Open Meetings Act

Pursuant to the Open Meetings Act, Board business may only be discussed by the Board members during the meeting. Members should not discuss the Board's business at any time other than during the open Board meeting. The prohibition applies to phone calls, e-mails, and text messages. Board members should also ensure that all comments during the meeting are stated for all to hear; private conversations between or among members during the meeting are inappropriate.

An executive session convened by the Board for the purpose of discussing an applicant's health conditions, including mental health conditions and substance use disorders revealed during an application process, is not a public meeting as defined in T.C.A. § 8-44-102. However, during the executive session the Board may not vote on the matter at issue until the open Board meeting.

No Board Members had any conflicts or needs for recusal in this meeting.

Discuss and take action as necessary regarding Legislation

There were no legislative items for the Board to review in this meeting.

Receive Reports and/or Requests from the Division of Health Licensure and Regulation

Ms. Noranda French, Interim Fiscal Director, provided FY2024 Year End and FY2025 YTD reports to the Board, with highlights as follows:

FY2024

- Total Expenditures \$83,557.84
- Board Fee Revenue \$55,745.98
- Carryover Balance \$773,487.95

FY2025 through 03/31/2025

- Total Expenditures \$88,515.50
- Board Fee Revenue \$36,180.00
- Carryover Balance \$721,152.45

The Board reviewed the 2022 strategic fee decrease that was put in place. Ms. French noted that there is no current fiscal concern, as the previous fee decrease is doing what it was designed to accomplish in bringing down the cumulative carryover balance.

Receive Reports and/or Requests from the ABO/NCLE

There were no reports or requests for the Board to review in this meeting.

Presentation of Orders, and Other OGC Disciplinary Items

Consent Orders

None

Agreed Orders

None

Orders of Compliance

None

Requests for Order of Modification

None

Applicant Interviews/File Reviews/Waivers & Other Requests

Courtney Avery, License #2710, CE Waiver Request

The licensee made two (2) requests regarding his 2024 continuing education requirements:

1. He requested either a waiver or extension for 2024 jurisprudence exam one (1) credit hour requirement. He did not successfully complete the 2024 Jurisprudence Exam by 12/31/2024. He cites having completed it on 12/26/2024 but not submitting it until 12/30/2024 and failed the exam with a score of 84%. By Board rule, a score of 90% is required to pass the exam.
2. He requested either a waiver or extension for the completion of all eight (8) remaining non-jurisprudence credit requirements.

The Administrative Office made him aware of the Board's Rule 0480-01-.12(6) regarding the consideration for a waiver of continuing education when it can be shown to the Board that the failure to comply with the requirements was beyond the physical capabilities of the individual and which requires the licensee to submit a written request to the Board, which also must be accompanied by written documentation that is deemed acceptable to the Board in support for their situation.

The licensee submitted documentation only dated for 12/22/2024 regarding the request for the Jurisprudence Exam and submitted no documentation for the other eight (8) hours.

A motion was made by Mr. Christopher

To approve an extension for ninety (90) days to make up the eight (8) hours of the non-jurisprudence 2024 CE and denied the request for a waiver or extension to re-take the 2024 jurisprudence exam request for Courtney Avery, License #2710.

With a second made by Mr. Bowman

Discussion: None OR As Follows

Mr. Christopher inquired about length of time for make-up of CE hours. It was clarified that is established in the CE violation policy statement.

The motion passed unanimously by voice vote.

Amanda Pace, Apprentice File Re-Open Request, File #3993

The applicant was: Present in Person Present via Phone Call Not Present

The TN Dispensing Opticians apprentice application for Amanda Pace was brought to the Board for review and consideration due to the file having been closed when Ms. Pace failed to submit two consecutive semi-annual evaluation forms.

This applicant was approved to begin a TN Apprenticeship on 09/06/2023. She was required to submit semi-annual evaluations within 30 days after 03/06/2024 and after 09/06/2024. Neither form was received, and Ms. Pace made no contact with the Administrative Office about her apprenticeship. On 11/04/2024, Ms. Pace's file was closed, with notification sent to her of the closure.

On 02/07/2025, the Administrative Office received a letter and documentation from Ms. Pace, requesting the Board re-open her apprentice file and over the following weeks received additional documentation from her to accompany that request. That file appeared on the Board's Ratification List for finalization and was ratified as closed on 01/15/2025.

With her letter requesting the file to be re-opened, she submitted semi-annual evaluation forms for the following periods:

- 09/06/23 – 03/06/24 (notarized on 02/06/25)
- 03/07/24 – 05/17/24 (notarized 02/06/25)
- 05/18/24 – 06/28/24 (GAP PERIOD NOT INCLUDED ON ANY FORM)
- 06/28/24 – 09/06/24 (notarized on 02/06/25; incomplete period)

She also submitted a Supervisor Change Form stating it was effective on 6/28/24, however, it was only submitted on 02/07/25. Ms. Pace discussed her previous apprenticeship with the Board and the situations surrounding her failure to submit her semi-annual evaluations and supervisor change form on time and her request to have her apprentice file re-opened.

A motion was made by Ms. Walton-Hill

To deny the request to re-open the apprentice file for Amanda Pace, File #3993 and to require a new application for the Apprentice program if she wishes to move forward as an apprentice.

With a second made by Mr. Christopher

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Taylor Sheehan #4155, File Review

The applicant was: Present in Person Present via Phone Call Not Present

It was noted that there was a typographical error in the spelling of the applicant's last name on the agenda. The agenda read "Sheenen" and it should have read "Sheehan."

The TN Dispensing Opticians apprentice application for Taylor Sheehan was brought to the Board for review and considerations due to criminal indications appearing on the applicant's criminal background check report and her response of "yes" to the application question regarding prior criminal indications.

The applicant was present to discuss the situations that led to the criminal indications on her background check with the Board.

Ms. Trawick reviewed the Fresh Start Act T.C.A. 62-76-104 and its provisions with the Board.

A motion was made by Ms. Miller

To approve the application for apprenticeship to begin for Taylor Sheehan, File #4155, contingent upon receipt of a letter by the Administrative Office from her mental health provider within sixty (60) days stating she is safe to practice with the public.

With a second made by Mr. Bowman

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

CONSENT AGENDA

- Approval of Meeting Minutes, January 15, 2025, Board Meeting
- Ratification of Licensure Files
- Approval of Agreed Citations
 - CE – Bobbie Hensley, License #947
- Notices - None
- Departmental Reports
 - Administrative Office
 - Office of Investigations
 - Office of General Counsel

A motion was made by Mr. Christopher

To approve all items on the Consent Agenda, as presented.

With a second made by Ms. Walton-Hill

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Discuss and take action as necessary regarding Rules, Rulemaking and Policies

Retrospective Rule Review Specific Reviewer Clarifications

Ms. Trawick presented questions to the Board, requesting clarity on items regarding the Retrospective Rule Review, including:

- Rule 0480-01-.01(27)
 - The Board clarified the phrase “at the Supervisor’s discretion” with redline language drafted. They also drafted redline revisions for related Rule 0480-01-.14(5)(a)2 to ensure consistency across the rules.
- Rule 0480-01-.12(1)(b)2
 - The Board clarified the phrase “of successful completion” with redline language drafted.
- Rule 0480-01-.12(3)(a)3

- The Board clarified the phrase “successfully complete” with redline language drafted.
- Rule 0480-01-.18
 - The Board clarified the phrase “maintain client records for a period of a minimum of seven (7) years” with redline language drafted.

A motion was made by Mr. Bowman

To accept the redlines as drafted in the meeting.

With a second made by Ms. Walton-Hill

Discussion: None OR As Follows

The motion passed unanimously by roll call vote, as follows

- Herman Bowman - AYE
- Larry Christopher - AYE
- Brandy Miller - AYE
- LeRhonda Walton-Hill - AYE
- Jonathan Winnegrad - Absent

Rule 0480-01-.12(1)(a) Continuing Education

The Board reviewed their existing continuing education requirements, specific to the one (1) hour of annual jurisprudence credit.

Ms. Wallace presented information gathered from the other Health Related Boards, noting that, of those professions with a jurisprudence exam, the Board of Dispensing Opticians is the only board currently that makes use of the exam as a jurisprudence credit.

The Administrative Office noted several trends they see regarding the Dispensing Opticians jurisprudence exams for continuing education credit each year.

The Board discussed T.C.A. § 63-14-106 which establishes an annual CE requirement with a minimum of three (3) clock hours and a maximum of twelve (12) clock hours of Board-approved CE for each calendar year. There is no statutory requirement for a jurisprudence exam to be administered.

The Board reviewed Rule 0480-01-.12(1)(a) for consideration of amending the rule regarding the jurisprudence hours of continuing education.

A motion was made by Ms. Walton-Hill

To change the CE requirement to eight (8) hours, removing the requirement for one (1) hour of jurisprudence credit, based upon redlines as drafted for rulemaking.

With a second made by Mr. Bowman

Discussion: None OR As Follows

The motion passed unanimously by roll call vote, as follows:

- Herman Bowman - AYE
- Larry Christopher - AYE
- Brandy Miller - AYE
- LeRhonda Walton-Hill - AYE
- Jonathan Winnegrad - Absent

Jurisprudence Exam 2025

Ms. Wallace presented the 2025 Jurisprudence Exam, as prepared by the Administrative Office in conjunction with Board Member Mr. Bowman, for review and approval.

A motion was made by Ms. Walton-Hill

To approve the 2025 Jurisprudence Exam for use.

With a second made by Mr. Christopher

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

Discuss Old/New Board Business

Old Business - TDOA, Rule 0480-01-.02, Rule 0480-01-.10, and AI

Licensee Jay Taylor submitted a letter of correspondence to the Board stating he would like to discuss matters concerning Rule 0480-01-.02, Rule 0480-01-.10 and AI with the Board in the previous meeting. Mr. Taylor identified himself as a TN Dispensing Opticians Association (TDOA) past president in the previous meeting.

Mr. Taylor was present to discuss the documents he submitted for the Board's consideration. He made inquiries about the use of AI in taking various optical measurements and his uncertainty about the word "preparation" as used in TN regulations.

Ms. Trawick noted that it is the Board's discretion if they wish to review associated rules in a future meeting for consideration of the clarity of the language used to determine if any updates need to be made in this regard.

Ms. Walton-Hill will work with Ms. Trawick and the TDOA on a review of the Board's rules

regarding the considerations of AI as it relates to the practice of dispensing opticians.

A motion was made by Mr. Christopher

With a second by Mr. Bowman

To have Ms. Walton-Hill, Ms. Trawick, and Mr. Taylor to begin work on a rule language review regarding AI.

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

A motion was made by Ms. Walton-Hill

To discuss the rules regarding holding the sponsoring supervisor's accountable at the next Board meeting.

With a second by Ms. Miller

Discussion: None OR As Follows

The Board briefly discussed their current rules about supervisor accountability for apprentices and balance of responsibility.

The motion passed unanimously by voice vote.

Review of Correspondence

There were no correspondence items for the Board to review in this meeting.

Public Comment

Ms. Wallace reviewed the Public Comment policy, wherein, any individual wishing to make a public comment at a board meeting must submit a request to do so in writing, it must include the specific topic from the published agenda/sunshine notice for the meeting for which the individual wishes to make comment and must be received by the Administrative Office at least ten (10) business days prior to the date of a meeting.

Should the agenda be amended after initial publication, the member of the public wishing to address the Board on an amended agenda item must give their written notice no less than twenty-four (24) hours prior to the meeting.

The email address for submission of a request to make public comment for this Board is: Unit3HRB.Health@tn.gov.

No prior written requests for public comment were received by the Administrative Office for this meeting.

Adjourn

There being no further business to be heard, a motion was made by Ms. Miller to adjourn.

A second was made by Mr. Bowman

Discussion: None OR As Follows

The motion passed unanimously by voice vote.

The meeting adjourned at 12:22 PM CST.

These Minutes were Ratified by the Board on July 16, 2025



Board Chair

7-16-25

Date

ATTACHMENTS TO BOARD MINUTES

Dispensing Opticians Ratification List

Newly Licensed January 6, 2025, to April 14, 2025

<u>License #</u>	<u>Name</u>	<u>Expiry Date</u>
3592	Burger Jeremiah Ray	8/31/2027
3586	Caswell Santana Elizabeth	1/31/2026
3426	Horak Emily	8/31/2026
3802	Lanius Jesica	7/31/2026
3889	Lowe Alexander	7/31/2026
4099	Mcclure Melissa Grace	11/30/2026
3873	Montoya Paradise Rosita	7/31/2026
3908	Oneal Lakeshia	1/31/2028
3872	Patten Jefferson	10/31/2026
1639	Peay Felicia	8/31/2025
3434	Pettit Iii Vernon David	3/31/2026
4137	Thompson Julie Ann	2/29/2028
3728	Troyer Marilyn	10/31/2027
3753	Walker Tiffany Allyson	12/31/2027
3866	Wilson Morgan Chanae	8/31/2027

Reinstatements January 6, 2025, to April 14, 2025

<u>License #</u>	<u>Name</u>	<u>Date</u>
712	Arnold Linda L	2/11/2025
2819	Button, Sherrie	3/31/2025

Voluntarily Retired January 6, 2025, to April 14, 2025

<u>License #</u>	<u>Name</u>	<u>Date</u>
1376	Bristow Rebecca I.	4/30/2025
2787	Cooper Dawn	3/31/2025
937	Hoover Sharon L.	3/31/2025

<u>License #</u>	<u>Name</u>	<u>Date</u>
1421	Odell Lynn M.	2/28/2025
1952	Tyler Rebecca Nicole	7/31/2025
2391	Weatherly Tammy J.	3/31/2025

**Dispensing Opticians Apprenticeship Approval
January 6, 2025, to April 14, 2025**

<u>Approval Date</u>	<u>Status</u>	<u>Name</u>
2/19/2025	Apprentice	Alexander-Otts Joanne Marie
2/19/2025	Apprentice	Atkinson Richard A II
3/12/2025	Apprentice	Aymett Addison
3/18/2025	Apprentice	Breeding Christina Louise
3/18/2025	Apprentice	Burgner Dalyn Marie
2/3/2025	Apprentice	Burks Johnathan Kelvin
1/24/2025	Apprentice	Carter April Lynn
2/12/2025	Apprentice	Casey Steven
2/19/2025	Apprentice	Crawley Madelyn Grace
2/3/2025	Apprentice	Dean Peyton Chance
3/18/2025	Apprentice	Dowlen Saleeta Shalea
2/19/2025	Apprentice	Earvin Caress Zaritta
2/3/2025	Apprentice	French Kristin Luvaughn
1/24/2025	Apprentice	Givens Megan
2/19/2025	Apprentice	Goodner Tosha Nichole
2/19/2025	Apprentice	Hastings Madisyn Taylor
3/4/2025	Apprentice	Hui Lisa
2/4/2025	Apprentice	Negron Torres Dairis Zoe
1/24/2025	Apprentice	Nippers Olivia Grace
2/4/2025	Apprentice	Shtawi Sawsan
2/4/2025	Apprentice	St. Cloud Demya Janae
1/16/2025	Apprentice	Stevenson Jason Michael
3/4/2025	Apprentice	Taylor Keenan
3/24/2025	Apprentice	Turner Chantel Rochelle
2/19/2025	Apprentice	Vazquez Digna Guadalupe
1/24/2025	Apprentice	Watson Debra Ann

2/4/2025	Apprentice	Wilder Cassidy Faith
2/3/2025	Apprentice	Williford Hila Catherine

**Approved to sit for Practical Examination
January 6, 2025, to April 14, 2025**

<u>Approval Date</u>	<u>Name</u>		
2/3/2025	Lakeshia	Oneal	
2/3/2025	Montoya	Rosita	Paradise
2/3/2025	Julie	Ann	Thompson
2/12/2025	Edith	M.	Branscum
2/18/2025	Charles	Edward	Dunford
3/12/2025	Sonja	Hancock	
3/12/2025	Carly	Lorraine	Nihells
4/7/2025	Amber	Renea	Park

**Apprentice Closed Files
January 6, 2025, to April 14, 2025**

<u>Name</u>	<u>Date</u>
Anderson Kaylie	3/28/2025
Anderson Tanjanek T	3/17/2025
Brown Tori Joan	2/21/2025
Castillo Josephine	1/27/2025
Dixon Haley	4/7/2025
Gerges Marina	3/3/2025
Hughes Heather	3/14/2025
Hutchings Kayla Marie	3/14/2025
Jones Jeremy Jermaine	3/17/2025
Morales-Snow Deborah L	1/27/2025
Palmer Adrienne Elise	1/17/2025
Pannell Xavier Alexander	3/17/2025
Robertson Alica Faye	3/14/2025

<u>Name</u>	<u>Date</u>
Rullo Joseph	3/14/2025
Smith Darrin Laterrence Jr	3/3/2025
Standifer Rebecca Gail	3/17/2025
Woods Carol Nanette	3/21/2025



STATE OF TENNESSEE
DEPARTMENT OF HEALTH

665 Mainstream Dr
Nashville, Tennessee 37243
Telephone: (615) 532-5090
Facsimile: (615) 532-5164
E-mail: Unit3HRB.health@tn.gov

BILL LEE
GOVERNOR

MORGAN MCDONALD, MD, FACP, FAAP
INTERIM COMMISSIONER

Tennessee Board of Dispensing Opticians

AGREED CITATION
BOBBIE HENSLEY
LICENSE # 947

March 5, 2025

WHEREAS, the Tennessee Board of Dispensing Opticians (Board), regulates and supervises dispensing optician licensed to practice pursuant to Tennessee Code Annotated Section (Tenn. Code Ann. §) 63-14-101, *et seq.* (Code), including the discipline of licensees, as well as those who are required to be licensed, who violate the Code and the Rules promulgated by the Board, Official Compilation of Rules and Regulations of the State of Tennessee (Tenn. Comp. R. & Regs.), 0480-01-.01, *et seq.* (Rules); and

WHEREAS, BOBBIE HENSLEY(Respondent) is licensed by the Board as a dispensing optician in the State of Tennessee, license number 947; and

WHEREAS, Respondent admits to the failure to obtain eighteen (18) hours of continuing education credits during Respondent's CE cycle January 1, 2022 to December 31, 2022, and January 1, 2023 to December 31, 2023, in violation of Tenn. Code Ann. § 63-14-106, and Tenn. Comp. R. & Regs., 0480-01-.12; and

WHEREAS, Respondent understands the rights found in the Code, Rules, and the Uniform Administrative Procedures Act, Tenn. Code Ann. §§ 4-5-101 thru 4-5-404, including the right to a hearing, and to appear personally and by legal counsel, the right to confront and to cross-examine witnesses who would testify against Respondent, the right to testify and to present evidence on Respondent's own behalf, as well as to the issuance of subpoenas to compel the attendance of witnesses and the production of documents, as well as the right to appeal for judicial review of or to challenge or contest the validity of this Agreed Citation; and



WHEREAS, Respondent understands that by signing this Agreed Citation and paying a civil penalty of one hundred dollars (\$100.00), Respondent waives Respondent's right to a hearing as described herein.

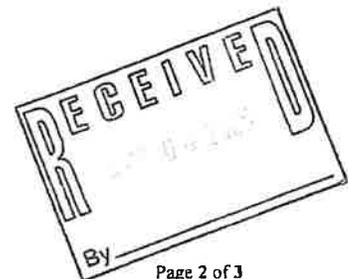
WHEREAS, Respondent agrees presentation of this Agreed Citation to the Board and the Board's consideration of it and all matters divulged during that process shall not constitute unfair disclosure such that the Board or any of its members become prejudiced requiring their disqualification from hearing this matter should this Agreed Citation not be ratified. All matters, admissions, and statements disclosed during the attempted ratification process shall not be used against the Respondent in any subsequent proceeding unless independently entered into evidence or introduced as admissions. If the Board rejects this Agreed Citation for any reason, it will be of no force or effect for either party.; and

WHEREAS, Respondent agrees facsimile/PDF copies of this Agreed Citation, including facsimile/PDF signatures thereto, shall have the same force and effect as originals.

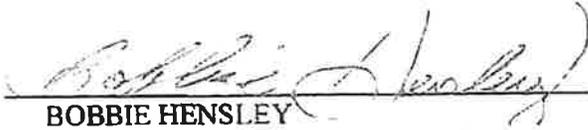
WHEREAS, Respondent agrees that Respondent has not received any threats or promises of any kind by the State or any agent or representative thereof, except such as is detailed herein.

WHEREAS, Respondent acknowledges and understands that if the Respondent does not sign this Agreed Citation and return it along with a check or money order made out to the Tennessee Board of Dispensing Opticians for the prescribed amount within **thirty (30) days**, a formal contested case hearing may be initiated in which the Board is authorized to assess civil penalties in the amount of one thousand dollars (\$1,000.00), with each day of continued violation constituting a separate violation. Tenn. Code Ann. § 63-14-106. Additionally, the Board may refuse to renew Respondent's license, or the Board may suspend or revoke Respondent's license.

THEREFORE, by signing below, Respondent agrees to the terms of this Agreed Citation and hereby remits a civil penalty in the amount of one hundred dollars (\$100.00). Respondent further agrees to provide proof to the Board of completion of **eighteen (18) hours** of continuing education, the amount determined to be deficient either before ratification or within **ninety (90) days** of ratification of this citation by the Board. Furthermore, Respondent executes this Agreed Citation for the sole purpose of avoiding further administrative proceedings with respect to this violation. Respondent further understands that this Agreed Citation will be reported on the Department of Health's Disciplinary Action Report and appear on the Department of Health's Website and may be reported to the National Practitioner Data Bank (NPDB).

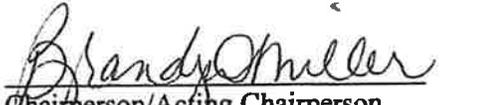


APPROVED FOR ENTRY:



BOBBIE HENSLEY
Dispensing Optician License No. 947
Respondent

3-24-2025
Date


Chairperson/Acting Chairperson
Tennessee Board of Dispensing Opticians

4-23-2025
Date



TN BOARD OF DISPENSING OPTICIANS ADMINISTRATOR REPORT

This is an administrative report from Maria Johnston. The information in this report is to keep the Board informed of all fundamental activities relative to licensure for Dispensing Opticians.

STATISTICAL INFORMATION

Listed below are the total numbers of active, retired and failure to renew licensees for the Board of Dispensing Opticians:

As of April 14, 2025

Apprentices	Fully Licensed
324	949

UPDATES SINCE THE PREVIOUS MEETING

January 6, 2025, to April 14, 2025
New Apprentices - 28
New Fully Licensed – 15
Reinstatements - 2
Approved to Sit for the Practical Exam - 8
Voluntarily Retired Licenses – 6
Apprentice Closed Files – 17
Paper Renewals Completed – 37
Online Renewals Completed – 91

TRAVEL AND LODGING

- The current mileage rate is \$0.67 cents per mile
- The current meals and incidentals rate is \$64.50 per day for an overnight stay
- The current maximum reimbursable rate for hotel lodging in Nashville for upcoming meetings dates is as follows (rates re-set each October):
 - April 2025 - \$217
 - July 2025 - \$217
 - October 2025 (rate re-sets each October)

UPCOMING BOARD MEETING DATES:

- July 16, 2025
- October 22, 2025



Tennessee Department of Health Board Statistical Complaint Report

Parameters selected: Lic Type: 13 - DISPENSING OPTICIANS; Case Type: CMP - Complaint; Calendar year: 2025

License Type: 13 - DISPENSING OPTICIANS

Complaint Activity	Dec 2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
New Complaints Opened		0	0	0	0									0
Total Closed Complaints		1	0	0	0									1
9 - Complaint Closed		1	0	0	0									1
Currently Open Complaints	1	0	0	0	0									

ANALYSIS OF NEWLY OPENED COMPLAINTS

By Allegation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Total:	0	0	0	0									0

By Region	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
EAST	0	0	0	0									0
MIDDLE	0	0	0	0									0
WEST	0	0	0	0									0
Out of State	0	0	0	0									0
Unknown	0	0	0	0									0
Total:	0	0	0	0									0



**STATE OF TENNESSEE
DEPARTMENT OF HEALTH**

665 MAINSTREAM DRIVE, 2ND FLOOR
NASHVILLE, TENNESSEE 37243
TELEPHONE: (615) 741-1611
FACSIMILE: (615) 532-3386 or (615) 532-7749

RALPH ALVARADO, MD, FACP
COMMISSIONER

BILL LEE
GOVERNOR

katherine.trawick@tn.gov

To: Tennessee Board of Dispensing Opticians
From: Katherine Trawick, Associate General Counsel
Date: March 19, 2024
Re: Office of General Counsel Report for April 23, 2025 Meeting

Conflict of Interest

PURPOSE: To assure that the individual interests of board members do not conflict with or have the appearance of conflicts with their responsibilities to the Board to which they are appointed.

CONFLICT OF INTEREST: A circumstance in which a board member's individual interest impairs or impedes, or gives the appearance of impairing or impeding, his or her ability to make full, unbiased decisions or to provide full unbiased service to the Board.

It is the duty of this Board to protect the health, safety, and welfare of the citizens of Tennessee and that the administration of this solemn responsibility is dependent upon avoiding even the appearance of impropriety.

Any board member who has a conflict of interest as defined above must recuse himself/herself from any matter and is prohibited from participating in any discussion or vote on the matter and shall leave the hearing room during the discussion or vote.

If you have a personal or financial interest in the outcome of any issue or matter before this Board that may suggest a bias on your part, you are asked to state that interest on the record so a determination can be made as to whether there exists a need for recusal.

It is improper for any board member having a conflict of interest to attempt to influence another board member at any time, including prior to the discussion on the matter for which the conflict exists.

Open Meetings Act

Pursuant to the Open Meetings Act, Board business may only be discussed by the Board members during the meeting. Members should not discuss the Board's business at any time other than during the Board meeting. The prohibition applies to phone calls, e-mails, and text messages. Board members should also ensure that all comments during the meeting are stated for all to hear; private conversations between or among members during the meeting are inappropriate.

An executive session convened by the Board for the purpose of discussing an applicant's health conditions, including mental health conditions and substance use disorders revealed during an application process, is not a public meeting as defined in T.C.A. § 8-44-102. However, during the executive session the Board may not vote on the matter at issue until the open Board meeting.

OGC Disciplinary Activity

As of March 19, 2025, the Office of General Counsel has no complaints open against any of the board's licensees.

Disciplinary Coordinator's Report

Total number of Dispensing Opticians being monitored: 4

- Reprimand: 2
- Probation: 0
- Suspension: 2
- Revoked/Surrendered: 0

Rule Activity

The retrospective rule package continues through the internal review process.