

**MINUTES**  
**NC STATE BOARD OF DENTAL EXAMINERS**  
**BOARD MEETING**  
**CONFERENCE CALL**  
**Morrisville, North Carolina**  
**January 10, 2019**

**I. CALL TO ORDER & ESTABLISHMENT OF QUORUM**

**Dr. Wester**

**A. Call to Order**

Dr. Millard Wester, President of the Board, called the meeting to order at 6:35 p.m., Thursday, January 10, 2019. Dr. Wester read the following statement regarding conflicts of interest as a reminder to all Board members:

In accordance with General Statute 138A-15(e), it is the duty of every Board member to avoid both conflicts of interest and appearances of conflict.

Does any Board member have any known conflict of interest or appearance of conflict with respect to any matters coming before the Board tonight?

If so, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matter involved.

If, as agenda items are discussed, any Board member learns of a conflict or appearance of a conflict, he or she should notify the Chair and take appropriate action to recuse him or herself.

**B. Roll Call**

All members of the Board were present. The members included Dr. Merlin W. Young, Dr. Millard Wester, III, Dr. William M. Litaker, Jr., Dr. Edward Clemons, Dr. Catherine Watkins, Dr. Kenneth M. Sadler, Ms. Nancy St. Onge, R.D.H. and Mr. Dominic Totman, Esq. Mr. Bobby D. White, Chief Executive Officer, Ms. Casie S. Goode, Deputy Operations Officer, and Mr. Douglas Brocker, Legal Counsel, were also present.

**C. Declaration of Quorum**

With all eight members of the Board present, Dr. Wester declared a quorum for the purposes of conducting the business of the Board.

Mr. White noted that the meeting had been properly noticed as required by the Open Meetings Statute, but no members of the public were in attendance.

**II. APPROVAL & ORDER OF AGENDA**

**Dr. Wester**

Dr. Litaker moved, which was seconded by Dr. Sadler, to accept the agenda as presented and to allow the President of the Board to determine the order of business. The motion passed by general consent.

**III. APPROVAL OF MINUTES**

A. Minutes of December 7-8, 2018

**[Item #1] Dr. Wester**

Following a review of the December 7-8, 2018 Minutes, Dr. Sadler moved to approve the Minutes as drafted. Dr. Watkins seconded the motion, which passed by general consent.

**IV. REPORT FROM PRESIDENT**

**Dr. Wester**

Dr. Wester updated the Board regarding the CITA Annual meeting held on January 4-5, 2019 in Scottsdale, Arizona. Dr. Wester announced that SRTA is joining CITA to deliver the ADEX examinations during the 2019 cycle. He further thanked the Board members who attended for their representation of the North Carolina Dental Board at this meeting.

**V. REPORT FROM CHIEF EXECUTIVE OFFICER**

**Mr. White**

A. Financial Report (December)

**[Item #2]**

Following a review of the December Financial Report, Dr. Young moved to accept the report for informational purposes. Dr. Litaker seconded the motion, which passed by general consent.

B. Personnel Matters

Mr. White thanked the Board for their generosity in considering staff raises at the December 7-8, 2018 meeting. He reported that Ms. Amanda Carver is transitioning into her new role and beginning her new duties. Ms. Jamie Rivera has been hired as a part-time employee to assist with administrative duties and we are advertising for the new investigator position.

C. Miscellaneous

✚ Sleep Apnea Discussion

Mr. White reported that the members of the North Carolina Dental Society's Dental Sleep Medicine Task Force have finalized their proposed Policy Statement, which is now pending final approval from the North Carolina Dental Society.

**VI. REPORTS OF STANDING COMMITTEES**

A. Executive Committee

[None]

B. Finance Committee

[None]

C. Sedation/General Anesthesia Committee

[None]

## **VII. OLD BUSINESS**

[None]

## **VIII. NEW BUSINESS**

- A. Approve Extramural Sites – CCCC [Item #3] Ms. Goode  
Coastal Carolina Community College (CCCC) requested Board approval for students currently enrolled in the dental hygiene program at CCCC to participate in the 2019 Homeless Veterans' Stand-Down and the Mission of Mercy project. Upon review of the documentation, Dr. Litaker made a motion to approve the proposed extramural sites. Ms. St. Onge seconded the motion. The motion carried.
- B. Approve Extramural Sites – ECU [Item #4] Ms. Goode  
East Carolina University School of Dentistry (ECU) requested Board approval for students currently enrolled to participate in several community clinic outreach programs including clinics located in: Ahoskie, Brunswick County, Davidson County, Elizabeth City, Lillington, Robeson County, Spruce Pine, Sylva and Greenville. Upon review of the documentation, Dr. Young made a motion to approve the proposed extramural sites. Dr. Litaker seconded the motion. The motion carried.
- C. Approve Nitrous Oxide Course [Item #5] Ms. Goode  
Ms. Kay Davis-Porter, RDH submitted a course outline with a PowerPoint presentation for a proposed nitrous oxide conscious sedation course for the Board's approval. She also submitted her credentials and resume for the Board's approval as the instructor. Upon review, Dr. Sadler moved to approve the course and Ms. Davis-Porter as the instructor. Dr. Young seconded the motion, which passed by general consent.

## **IX. LICENSURE MATTERS**

- A. Approval of Licenses/Permits/Reinstatements [Item #6] Ms. Goode  
Dr. Young moved to approve all provisional licenses, licenses issued by credentials, intern permits, sedation permits, CE waivers and reinstatements issued since the last meeting. The motion was seconded by Dr. Litaker and passed by general consent.
- B. Examinations  
[No Report]

## **X. REPORT FROM LEGAL COUNSEL**

- A. 21 NCAC 16P .0105 – Advertising as a Specialist [Item #7] Mr. Brocker  
At the December 2018 meeting, the Board voted to approve for permanent adoption an amendment to the specialty advertising rule. The Rules Review Commission (RRC) requested technical changes to the proposed amendment and since the requested changes alter the format of the Rule, the changes were reviewed by the Board and accepted for informational purposes.

## **XI. INVESTIGATIVE MATTERS**

- A. Investigative Statistics (December) **[Item #8] Dr. Sadler**  
The Board reviewed investigative statistics for the month of December. The statistics were accepted for informational purposes.
- B. Hearing Panel Decisions  
During open session, and without conducting other business, Dr. Sadler made a motion to move into closed session, pursuant to NCGS §143-318.18(6) and §90-41(g), in order to rule on several Hearing Panel Decisions and other investigative matters. The motion was seconded by Dr. Litaker and passed by general consent.
- a. Log #17-259 and #18-080 **[Item #9] Dr. Sadler**
- b. Log #17-186 and #17-269 **[Item #10] Dr. Sadler**
- c. Log #18-199 **[Item #11] Dr. Sadler**
- d. Log #16-208 **[Item #12] Dr. Young**
- C. Settlement Conferences  
[None]

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Mr. White gave a brief overview of the meeting between the Executive Committee of the North Carolina State Board of Dental Examiners and representatives of the North Carolina Dental Society, which was held at 5:30 p.m., just prior to the commencement of the Board Meeting.

Dr. Frank Courts, Chair of the North Carolina Council on Prevention and Oral Health, presented evidence indicating that the most sustainable mechanism for improving oral health is through implementation of community-based prevention programs. Dr. Courts proposes to improve access to care for underserved children in school-based programs by changing the Board's Rules to allow, in part, dental hygienists to supervise dental assistants in specific school-based, public health, and other similar settings.

Attendees of the meeting included: Dr. Millard Wester, Dr. Merlin Young and Dr. Kenneth Sadler (via phone) representing the Executive Committee and Dr. Alec Parker and Dr. Frank Courts representing the North Carolina Dental Society. Mr. Bobby D. White, Chief Executive Officer, Ms. Casie S. Goode, Deputy Operations Officer, and Mr. Douglas Brocker, Legal Counsel, were also present.

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## **XII. NEXT MEETING**

The Board's next regularly scheduled meeting originally scheduled for February 15-16, 2019 has been cancelled and a conference call for the consideration of routine business for February is to be determined.

### **XIII. ADJOURNMENT**

There being no further business, Dr. Litaker made a motion to adjourn the meeting. Dr. Young seconded the motion, which passed by general consent. The meeting adjourned at 7:15 p.m.

Reported by: Casie S. Goode  
Casie S. Goode  
Deputy Operations Officer

Date of Approval: February 12, 2019

#### **MEMBERS OF THE BOARD**

*Dr. Millard W. Wester, III, President*  
*Dr. Kenneth M. Sadler, Secretary-Treasurer*  
*Dr. Merlin W. Young, Past-President*  
*Dr. William M. Litaker, Jr.*  
*Dr. Catherine Watkins*  
*Dr. Edward J. Clemons, Jr.*  
*Ms. Nancy St. Onge, R.D.H., Dental Hygiene Member*  
*Mr. Dominic Totman, Esq., Consumer Member*