

**MINUTES**  
**NC STATE BOARD OF DENTAL EXAMINERS**  
**BOARD MEETING**  
**Morrisville, North Carolina**  
**December 8-9, 2017**

**FRIDAY, DECEMBER 8, 2017**

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

**Dr. Young**

A. Call to Order

Dr. Merlin Young, President of the Board, called the meeting to order at 8:00 a.m., Friday, December 8, 2017, at the Board's offices in Morrisville, North Carolina. Dr. Young 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 this weekend?

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 with the exception of Dr. Kenneth Sadler. The members included Dr. Merlin W. Young, Dr. Millard Wester, III, Dr. William M. Litaker, Jr., Dr. Clifford O. Feingold, Dr. Catherine Watkins, 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, Ms. Betty Sines, Investigations Coordinator, Mr. Line Dempsey, Senior Investigator, Mr. Steve Brewington, Investigator, Ms. Amanda Carver, Investigative Assistant and Mr. Douglas Brocker, Legal Counsel for the Board, were also present.

C. Declaration of Quorum

With a majority of the members of the Board present, Dr. Young declared a quorum for the purposes of conducting the business of the Board.

**II. APPROVAL & ORDER OF AGENDA**

**Dr. Young**

Dr. Wester moved, which was seconded by Dr. Feingold, 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.

---

The Board convened at 8:00 a.m., at which time Dr. Shelley Olson gave a presentation on behalf of the North Carolina Dental Society. Specifically, the Dental Society is requesting that the Board consider requiring all new licensees to complete continuing education in the subject matter of professionalism within the first year of licensure. Following the presentation, Dr. Feingold made a motion to move into closed session, pursuant to NCGS §143-318.18(6), in order to conduct a settlement conference. Dr. Watkins seconded the motion, which passed by general consent. The conference concluded at 8:45 a.m., at which time Dr. Feingold made the motion to move into open session to conduct a formal hearing involving Dr. Naureen Omido-Ridge. The formal hearing concluded at 3:30 p.m. at which time the Board remained in open session to conduct Board business. The Board recessed its meeting for the day at 4:50 p.m.

---

### **SATURDAY, DECEMBER 9, 2017**

The North Carolina State Board of Dental Examiners reconvened at 8:30 a.m., Saturday, December 9, 2017, at the Board's offices in Morrisville, North Carolina in order to complete its consideration of Board business. Dr. Young, President of the Board, called the meeting to order. All members of the Board were present, with Dr. Sadler joining the meeting via telephone conference. Also present were Mr. Bobby D. White, Chief Executive Officer and Ms. Casie Goode, Deputy Operations Officer.

#### **III. APPROVAL OF MINUTES**

- A. Minutes of November 10, 2017 **[Item #1] Dr. Young**  
Following a review of the November 10, 2017 Minutes, Dr. Litaker moved to approve the Minutes as drafted. Dr. Wester seconded the motion, which passed by general consent.

#### **IV. REPORT FROM PRESIDENT**

[No Report]

**Dr. Young**

#### **V. REPORT FROM CHIEF EXECUTIVE OFFICER**

**Mr. White**

- A. Financial Report (November) **[Item #2]**  
Following a review of the November Financial Report, Dr. Wester moved to accept the report for informational purposes. Dr. Watkins seconded the motion, which passed by general consent.
- B. 2018 Budget **[Handout]**  
Upon review of the proposed budget for 2018, Dr. Watkins made a motion to approve the budget as drafted. Ms. St. Onge seconded the motion. The motion passed by general consent.
- C. Personnel Matters  
Mr. White recommended personnel policy changes with respect to sick and vacation leave. Specifically, sick leave accrual will increase from 48 to 72 hours per year. Unused sick leave will roll over and accrue in the following year until the employee reaches a maximum of 160 hours. After reaching the 160 hour threshold, any unused sick leave accrued in the following year would be lost. Unused sick leave will not be bought out for any reason and

cannot be applied to leave time after the employee announces a resignation or retirement unless the employee can document an actual illness. Also, the Board approved a policy change so that employees with 10 or more years of employment with the Board would receive one additional week of vacation. This brings the total number of vacation days to 20 for employees with 10 or more years of service with the Board. Mr. White will re-draft appropriate portions of the Employee Handbook to reflect these changes. Dr. Feingold made a motion to approve Mr. White's recommendations. Dr. Litaker seconded the motion. Motion passed.

Dr. Wester made a motion, which was seconded by Dr. Feingold, to move into closed session, pursuant to NCGS §143-318.11(a)(6), in order to discuss performance and fitness of current employees. The motion carried.

Following the discussion of personnel matters, Dr. Young made a motion to move back into open session in order to continue with the consideration of Board business. Dr. Feingold seconded the motion. The motion carried. The Board then approved awarding Ms. Zaibun Alexander with four additional paid holidays in lieu of additional compensation. Ms. Alexander is a part-time employee whose disability restrictions do not allow for a higher compensation rate, but do allow for additional paid time off.

D. Miscellaneous



CITA Representative

Mr. White informed Board members that our office is allowed to have two members on the CITA Board of Directors, with one of those being a voting member. The current members include Dr. Litaker and Dr. Allen, with Dr. Allen being the voting member. Since Dr. Allen's term on the Dental Board ended back in August, the Board must select a replacement based on a previous Board decision to fill appointed positions to other organizations with current Board members. Dr. Wester nominated Dr. Young as the new CITA Board of Directors' member and Dr. Litaker as the voting member. Dr. Watkins seconded the motion. The motion carried.

**VI. REPORTS OF STANDING COMMITTEES**

A. Executive Committee  
[No Report]

B. Finance Committee  
[No Report]

C. Sedation/General Anesthesia Committee  
Dr. Sadler informed the Board that the sedation committee is working on finalizing the written examinations for general anesthesia and sedation permit applicants.

**VII. OLD BUSINESS**  
[No Old Business]

## VIII. NEW BUSINESS

- A. Approve Moderate Sedation Course **[Item #3] Dr. Sadler**  
Augusta University submitted a course that meets the requirements of the new sedation rules for approval. Upon review of the documentation submitted by Augusta University, Dr. Wester made a motion to approve the course and inform the course leaders that cases taught utilizing Propofol will not be approved. Dr. Watkins seconded the motion. The motion passed by general consent.
- B. Duke Craniomaxillofacial Trauma Training **[Item #4] Mr. White**  
Duke University submitted proposed examination criteria for an intern permit holder participating in Duke University's Craniomaxillofacial Trauma Fellowship. Upon review of the documentation submitted by Duke University, Dr. Feingold made a motion to approve the examination with Drs. Blakey and Sacco administering it. Dr. Watkins seconded the motion. The motion passed by general consent.
- C. Approve Volunteer Site **[Item #5] Ms. Goode**  
The Caring Community Dental Clinic, part of the Onslow Community Outreach, requested Board approval as a volunteer site. Upon review of the documentation submitted, Dr. Wester made a motion to approve the Caring Community Dental Clinic as a volunteer site.

## IX. LICENSURE MATTERS

- A. Approval of Licenses/Permits/Reinstatements **[Item #6] Ms. Goode**  
Dr. Feingold 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. Wester and passed by general consent.
- B. Examinations  
CITA is currently scheduling exams and updating the online calibration. With the new calibration, potential ADEX graders only have to take the online calibration with one of the two agencies (CITA or CDCA) to be eligible to test with either agency.

## X. REPORT FROM LEGAL COUNSEL

- A. CDT CODE D0411 **[Item #7] Mr. Brocker**  
The ADA developed a new CDT code for chair-side screening for diabetes via finger-stick testing, to become effective January 1, 2018. Several North Carolina dental licensees have requested the Board's opinion regarding this screening and if doing the screening is within the scope of the practice of dentistry. The discussion was again tabled and will be revisited at the January 2018 meeting. Mr. Brocker will work with staff to poll North Carolina licensees and find out if this test is currently being used to determine a patient's eligibility for treatment. Mr. White will poll other state dental boards to see if they have a position regarding the code.

## XI. INVESTIGATIVE MATTERS

- A. Investigative Statistics (November) **[Item #8] Dr. Wester**  
The Board reviewed investigative statistics for the month of November, as well as year to date. The statistics were accepted for informational purposes.

- B. Hearing Panel Decisions
  - a. Log #16-098 [Item #9] Dr. Wester
  - b. Log #17-168 [Item #10] Dr. Young
  - c. Log #17-064 [Item #11] Dr. Young
  - d. Log #15-199 & 16-052 [Item #12] Dr. Feingold

C. Settlement Conferences

The Board conducted one (1) settlement conference throughout the meeting. Ms. Crystal Carlisle represented the Board. Standard protocol was followed.

**XII. NEXT MEETING**

The Board's next regularly scheduled meeting will begin on Thursday, January 18, 2017, and will be held at the Board's offices in Morrisville, North Carolina for the purposes of conducting a rule making hearing, disciplinary hearings and for the consideration of routine business.

**XIII. ADJOURNMENT**

There being no further business, Dr. Wester made a motion to adjourn the meeting. Dr. Litaker seconded the motion, which passed by general consent. The meeting adjourned at 11:30 p.m.

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

Date of Approval: 1/19/18

**MEMBERS OF THE BOARD**

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