

**MINUTES**  
**NC STATE BOARD OF DENTAL EXAMINERS**  
**BOARD MEETING**  
**Morrisville, North Carolina**  
**June 13-15, 2019**

**FRIDAY, JUNE 14, 2019**

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

**Dr. Wester**

**A. Call to Order**

Dr. Millard “Buddy” Wester, President of the Board, called the business meeting to order at 8:30 a.m., Friday, June 14, 2019, at the Board’s offices in Morrisville, North Carolina. 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 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. The members included Dr. Merlin W. Young, Dr. Millard Wester, III, Dr. Edward J. Clemons, Jr., Dr. Catherine Watkins, Dr. Kenneth M. Sadler, Dr. William Litaker, Ms. Nancy St. Onge, R.D.H. and Mr. Dominic Totman, Esq. Mr. Bobby D. White, Chief Executive Officer, Ms. Casie Goode, Deputy Operations Officer, Ms. Betty Sines, Investigations Coordinator, Amanda Carver, Investigator, Tyler Henderson, Investigator, and Mr. Douglas Brocker Legal Counsel for the Board, was 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.

**II. APPROVAL & ORDER OF AGENDA**

**Dr. Wester**

Dr. Litaker moved, which was seconded by Dr. Young, 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 May 15-16, 2019 **[Item #1] Dr. Wester**  
Following a review of the May 15-16, 2019 Minutes, Dr. Young moved to approve the Minutes as drafted. Dr. Litaker seconded the motion, which passed by general consent.
- B. Minutes of Special Meeting held May 27, 2019 **[Item #2] Dr. Wester**  
Following a review of the May 27, 2019 Minutes, Dr. Young moved to approve the Minutes as drafted. Dr. Litaker seconded the motion, which passed by general consent. Dr. Sadler abstained from the vote.

**IV. REPORT FROM PRESIDENT**  
[No Report]

**Dr. Wester**

**V. REPORT FROM CHIEF EXECUTIVE OFFICER**

**Mr. White**

- A. Financial Report (May) **[Item #3]**  
Following a review of the May 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 announced that he would be offering the vacant investigator position to the top contender this week. The Board granted Mr. White permission to work directly with the Executive Committee on current personnel matters.
- C. Miscellaneous
- ✚ Human Resources **[Item #4]**  
Mr. White requested Board approval to join Capital Associated Industries. Capital Associated offers services and direct access to human resource support. Dr. Young made a motion to join Capital Associated Industries and have Mr. White research the available services before employing the company to conduct a staff salary survey. Dr. Litaker seconded the motion, motion passed.
  - ✚ SB 553  
An Act to provide further regulatory relief to the citizens of North Carolina. Specifically, the Bill requires occupational licensing boards to study and report on any available options offered for online continuing education that are given by the Board and for which the Board receives payment.
  - ✚ Teledentistry Conference  
The North Carolina Oral Health Collaborative and UNC School of Dentistry are participating in a conference to discuss teledentistry. Mr. White informed the Board that he had been invited by the Oral Health Collaborative to attend. The Oral Health Collaborative will cover Mr. White's expenses associated with this conference. The conference will be held in September of this year in San Fransisco, California.

- ✚ HB 770 **[Item #5]**  
An Act to require administrative agencies, governmental officials and courts in civil proceedings to consider a certificate of relief favorably; to require increased standards for a licensing board's use of an applicant's criminal history in making determinations; and to require recognition by licensing boards of certain apprenticeship and training experiences. This Bill has passed in the House and is now before the Senate.

## VI. REPORTS OF STANDING COMMITTEES

- A. Executive Committee  
[No Report]
- B. Finance Committee  
[No Report]
- C. Sedation/General Anesthesia Committee  
Dr. Sadler announced that he is working with Cheri Ramos to put together another committee meeting.

## VII. OLD BUSINESS

[None]

---

At 10:00 a.m., Dr. Watkins made a motion to move into closed session, pursuant to NCGS §143-318.18(6), in order to conduct a settlement conference. Dr. Young seconded the motion, which passed by general consent. The conference concluded at 11:00 a.m., at which time Dr. Litaker made the motion to move into open session to resume Board business.

---

## VIII. NEW BUSINESS

- A. Financial Audit **[Item #6] Mr. White**  
Mr. White informed that Board that the auditors would be attending the meeting today at 2:00 p.m. to discuss the results of our most recent financial audit.
- B. Approval of Extramural Site – CCCC **[Item #7] 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 Mission of Mercy Adult Dental Clinic being held August 23, 2019 and August 24, 2019 in New Bern, North Carolina. Upon review of the documentation, Dr. Litaker made a motion to approve the proposed extramural sites. Dr. Sadler seconded the motion. The motion carried.
- C. Approval of Nitrous Oxide Course **[Item #8] Ms. Goode**

Dr. Richard Foster submitted a course outline with a post-test for a proposed nitrous oxide conscious sedation course for the Board's approval. He also submitted his credentials and resume for the Board's approval as the instructor. Upon review, Dr. Litaker moved to approve the course and Dr. Foster as the instructor. Ms. St. Onge seconded the motion, which passed by general consent.

- D. Approval of Nitrous Oxide Course **[Item #9] Ms. Goode**  
Dr. Dillon Atwood submitted a course outline with a PowerPoint presentation for a proposed nitrous oxide conscious sedation course for the Board's approval. He also submitted his credentials and resume for the Board's approval as the instructor. Upon review, Dr. Young moved to approve the course and Dr. Atwood as the instructor. Dr. Clemons seconded the motion, which passed by general consent.
- E. January 2020 Meeting Dates **Ms. Goode**  
In order to facilitate the scheduling of several disciplinary matters, Ms. Goode requested that the Board set a meeting date in January of 2020. Following a review of the calendar, the Board decided on January 16-18, 2020. Meeting dates for the remainder of 2020 will be set at the Board's August meeting.
- F. Delegable Duties **[Item #10] Ms. Goode**  
The Board received an inquiry from an endodontist regarding the use of Gentlewave (SonEndo) by a dental assistant. Gentlewave is an irrigation system for root canal therapy. Following a review of the information, the Board determined that this is not a duty that may be delegated to a dental assistant until additional research has been conducted by the two North Carolina dental schools regarding this product.
- G. Elections **Mr. Totman**  
Mr. Totman announced the results of the dental election. He reported that Dr. Karen Lanier won the open seat as the new Dental Board member. However, since the remaining four (4) candidates did not obtain the minimum number of required votes, the statute requires a run-off election between the two nominees receiving the next to highest number of votes. The run-off election will be between Dr. Bilal Saib and Dr. Raleigh Wright, III. Dr. Wester directed staff to set up the election schedule and communicate with Mr. Totman, as election chair, regarding the details.
- H. Occupational Licensing Best Practices Seminar  
Dr. Sadler reported that he, Mr. White, and Dr. Clemons attended the fifth annual "Occupational Licensing Agencies Best Practices Seminar," for Occupational Licensing Agencies held at the North Carolina State Bar on May 30, 2019. Dr. Sadler suggested that future Board members consider attending this annual meeting as he found it very informative and helpful.

## IX. LICENSURE MATTERS

- A. Approval of Licenses/Permits/Reinstatements **[Item #11] 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. Clemons and passed by general consent.

B. Examinations

Dr. Wester announced that the end of this year's exam season is approaching. He also reminded the Board of the upcoming ADEX meeting scheduled for August 9, 2019 in Chicago, Illinois.

**X. REPORT FROM LEGAL COUNSEL**

**Mr. Brocker**

A. Request for No Objection Letter

**[Item #12]**

Mr. Landon Phillips is creating an online web application to connect dental offices with dental professionals that need temporary fill-in staff. The business is not a dental practice; however, the name that he would like to use is, "Connect Dental LLC." Since the name gives the impression that the business is a dental practice, the NC Secretary of State will not allow him to use this name unless the Board issues a letter of "no objection." Following discussion, Dr. Young made a motion to deny the request after concluding that the name implies that the business is a dental practice. Dr. Clemons seconded the motion. The motion carried.

---

---

Dr. Young made a motion to move into closed session, pursuant to NCGS §143-318.11(3), in order to receive the advice of legal counsel regarding possible litigation. Dr. Clemons seconded the motion, which passed by general consent.

Following the discussion, Dr. Young made a motion to move into open session to resume Board business. Ms. St. Onge seconded the motion which passed by general consent.

---

---

**XI. INVESTIGATIVE MATTERS**

A. Investigative Statistics (May)

**[Item #13] Dr. Sadler**

The Board reviewed investigative statistics for the month of May. The statistics were accepted for informational purposes.

B. Applicant Investigative Files

**Ms. Goode**

Ms. Goode requested permission to assign log numbers to all applicants for licensure and applicants for renewal who receive letters of caution based on information obtained through background checks. The change will allow staff to track these incidents in our database. The Board approved this request.

C. Hearing Panel Decisions

a. Log #18-042

**[Item #14] Dr. Sadler**

b. Log #19-056

**[Item #15] Dr. Sadler**

---

---

At 2:00 p.m., the Board met with Ms. Tina Smith of Bernard Robinson & Company, L.L.P. Ms. Smith presented the results of the Board's financial audit for the year ending December 31, 2018. It was the auditor's opinion that the financial statements of the Board fairly and accurately presented the Board's financial position and cash flow for 2018 and there are no issues or concerns with the Board's financial management. Ms. Smith left the meeting at 2:30 p.m. at which time the Board remained in open session.

---

---

## SATURDAY, JUNE 15, 2019

---

---

At 8:30 a.m., Dr. Watkins made a motion to move into closed session, pursuant to NCGS §143-318.18(6), in order to conduct a settlement conference. Dr. Young seconded the motion which passed by general consent. The conference concluded at 11:00 a.m. at which time Dr. Litaker made the motion to move into open session to resume Board business.

---

---

D. Settlement Conferences

The Board conducted two (2) settlement conferences throughout the meeting. Mr. Douglas Broucker and Ms. Crystal Carlisle represented the Investigative Panel. Standard protocol was followed.

## XII. NEXT MEETING

The Board's next regularly scheduled meeting will begin on Thursday, July 11, 2019, and will be held at the Board's offices in Morrisville, North Carolina for the purposes of conducting a rule making hearing, several disciplinary hearings and to consider routine business.

## XIII. ADJOURNMENT

There being no further business, Dr. Sadler made a motion to adjourn the meeting. Dr. Young seconded the motion, which passed by general consent. The meeting adjourned at 11:45 a.m.

Reported by: \_\_\_\_\_

*Casie S. Goode*

Casie S. Goode

Deputy Operations Officer

Date of Approval: \_\_\_\_\_

*July 12, 2019*

Minutes

June 13-15, 2019

Page 7

**MEMBERS OF THE BOARD**

*Dr. Millard W. Wester, III, President*

*Dr. Kenneth M. Sudler, Secretary-Treasurer*

*Dr. Merlyn W. Young, Past-President*

*Dr. William M. Lstaker, 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*