

**MINUTES**  
**NC STATE BOARD OF DENTAL EXAMINERS**  
**BOARD MEETING**  
**Morrisville, North Carolina**  
**November 15, 2019**

**FRIDAY, NOVEMBER 15, 2019**

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

**Dr. Young**

**A. Call to Order**

Dr. Merlin Young, President of the Board, called the business meeting to order at 8:30 a.m., Friday, November 15, 2019, 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.

Let the record reflect that Dr. Wright has a conflict and will recuse from the 8:30 a.m. settlement conference.

**B. Roll Call**

All members of the Board were present except Mr. Dominic Totman, Esq. and Ms. Nancy St. Onge, RDH. The members included Dr. Merlin W. Young, Dr. Millard Wester, III, Dr. Catherine Watkins, Dr. Edward Clemons, Jr., Dr. Karen Lanier, and Dr. Raleigh Wright, III. Mr. Bobby D. White, Chief Executive Officer, Ms. Casie Goode, Deputy Operations Officer, Betty Sines, Investigations Coordinator, Dirk German, Investigator, Amanda Carver, Investigator, Tyler Henderson, Investigator, Jamie Rivera, Paralegal, and Ms. Crystal Carlisle and Mr. Douglas Brocker Legal Counsel for the Board were also present.

**C. Declaration of Quorum**

With a majority 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. Watkins, 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.

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At 8:35 a.m., Dr. Wester made a motion to move into closed session, pursuant to NCGS §143-318.18(6), in order to conduct a settlement conference. Dr. Clemons seconded the motion which passed by general consent. The conference recessed for lunch at 1:05 p.m. The Board returned from lunch at 1:30 p.m. at which time Dr. Wester made the motion to move into open session to listen to a presentation regarding teledentistry referenced in Item #7. Dr. Lanier seconded the motion, and the motion passed. The presentation concluded at 2:20 p.m. at which time, Dr. Wester made a motion to move into closed session, pursuant to NCGS §143-318.18(6), in order to resume the settlement conference. Dr. Lanier seconded the motion which passed by general consent. The conference concluded at 5:00 p.m. at which time Dr. Clemons made a motion to move into open session to resume Board business. The motion was seconded by Dr. Wester and passed by general consent. Ms. St. Onge joined the business meeting via telephone at 5:00 p.m.

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**III. APPROVAL OF MINUTES**

A. Minutes of October 10-11, 2019

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

Following a review of the October 10-11, 2019 Minutes, Dr. Wester moved to approve the Minutes as drafted. Dr. Watkins seconded the motion, which passed by general consent.

**IV. REPORT FROM PRESIDENT**

**Dr. Young**

[No Report]

**V. REPORT FROM CHIEF EXECUTIVE OFFICER**

**Mr. White**

A. Financial Report (October)

**[Item #2]**

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

B. Personnel Matters

Mr. White reported that between now and the December meeting, he, Ms. Goode and Ms. McCullough would be conducting end of the year evaluations with staff. Board members were asked to contact the office if they had any information pertinent to a specific employee's evaluation.

C. Miscellaneous

✚ NCDS Annual Session Meeting Topics

Mr. White reminded Board members of the annual Dental Society meeting in May 2020 and requested that the Board begin to think about topics for our portion of the meeting.

✚ Auditing Continuing Education

**[Item #3]**

The Board received a technical proposal from CE Broker. CE Broker is a continuing education tracking system. Following discussion, the Board accepts the proposal for information purposes, however, since the Board does not currently track continuing education for all licensees, there is no action necessary.



**Approve Expenses – AADGP**

Dr. Wester moved to approve any expenses for Board Members and necessary staff to attend the upcoming American Academy of Dental Group Practice (AADGP) Meeting, February 19-22, 2020 in Las Vegas, Nevada. Dr. Clemons seconded; motion carried.

Dr. Wright suggested Board Members also consider attending AADGP and ADSO meetings in the future.



**Auditor – Proposal Requests**

Mr. White announced that staff is currently requesting and accepting bids from local CPA firms to conduct our 2019 financial audit.

**VI. REPORTS OF STANDING COMMITTEES**

A. Executive Committee

[No Report]

B. Finance Committee

Dr. Watkins and Mr. White presented a draft of the 2020 budget for the Board's review. Board members were encouraged to review the proposed budget and be prepared to approve a final version at the December meeting.

C. Sedation/General Anesthesia Committee

Dr. Lanier reported that the sedation committee will tentatively meet at the Board office in Morrisville on Friday, February 7, 2020 from 8:30 a.m. – 12:00 noon and prior to the commencement of the regularly scheduled February Board Meeting.

**VII. OLD BUSINESS**

[None]

**VIII. NEW BUSINESS**

A. CITA Annual Meeting

**[Item #4] Ms. Goode**

Dr. Watkins moved to approve any expenses for Board Members and necessary staff to attend the upcoming CITA Annual Meeting, January 10-11, 2020 in San Diego, California. Dr. Wester seconded; motion carried.

B. SCDDE Annual Meeting

**[Item #5] Ms. Goode**

The Southern Conference of Dental Deans and Examiners' Annual Meeting is being held in Birmingham, Alabama during the same weekend as the North Carolina State Board of Dental Examiners' February 7-9, 2020 Board Meeting. Dr. Wester moved to approve any expenses for Board Members and necessary staff to attend the meeting in the event that there are no scheduled hearings or disciplinary proceedings and the February meeting is conducted remotely via conference call.

C. Approve Rotation Sites – CCCC

**[Item #6] Ms. Goode**

Central Carolina Community College (CCCC) requested Board approval of ECU Community Learning Center in Lillington, First Health of the Carolinas Dental Care Center in Southern Pines, Community Health Centers in Carrboro, Moncure and Siler City, and the Baptist Mission Dental Buss as rotation sites for dental hygiene students currently enrolled in the dental hygiene program at CCCC. Upon review of the documentation, Ms. St. Onge made a motion to approve the proposed rotation sites. Dr. Wester seconded the motion. The motion carried.

- D. Teledentistry **[Item #7] Ms. Goode**  
Dr. Nigel Shaun Matthews and Karthika Kandala from the UNC School of Dentistry along with Dr. Bill Milner from Access Dental Care, presented project goals for a pilot program between UNC Adams School of Dentistry and Access Dental Care. The pilot program proposes to utilize asynchronous teledentistry to remedy the limited access to quality dental care available to NC citizens in rural area long term, short term and specialized outpatient care facilities. First two phases of the proposal can be accomplished under current statutes and rules, the remainder of the program would likely require statutory change to proceed.

**IX. LICENSURE MATTERS**

- A. Approval of Licenses/Permits/Reinstatements **[Item #8] Ms. Goode**  
Dr. Wester 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. Watkins and passed by general consent.
- B. Examinations  
[No Report]

**X. REPORT FROM LEGAL COUNSEL**

- A. Rules for Permanent Adoption **[Item #9] Mr. Brocker**  
Amendments to 21 NCAC 16W .0104 were placed before the Board to consider for potential permanent adoption. A hearing was held for public comment on this rule on October 10, 2019. The public comment period ended today, November 15, 2019 at 5:00 p.m. The Board received additional comments today and therefore postponed a decision on the permanent adoption of these rules until the comments from the Federal Trade Commission have been reviewed.
- B. Dental Assisting  
Current statutes require dental assisting schools and training programs to be operated under the supervision of a dentist acting as a teacher or instructor who is either duly licensed in North Carolina or qualified for the teaching of dentistry. Several of the community colleges that offer dental assisting have requested clarification regarding which procedures within the curriculum require dental supervision. Staff was instructed to research and talk with several community colleges and get more information.

Clarification of the rules regarding a DAI and coronal polishing requirements has been requested. Following discussion, staff was instructed to draft language to clarify the Board's

position that DAI's must finish all requirements including the 3000 hours before performing coronal polishing

C. Military Endorsement/PGY1

Board staff received an inquiry from a potential applicant regarding the Board's position on issuing a license by credentials to a dentist who has never taken and/or passed a clinical licensure examination, but has been licensed in another jurisdiction based on completing a post graduate year of study at an approved program. Following discussion, the Board decided that as long the applicant meets the requirements in the statute, they would qualify for military licensure.

D. Delivery of Anesthesia Drugs **[Item #10]**

An interpretive statement regarding auxiliaries providing assistance in administering sedation or anesthesia was drafted for the Board's consideration. The statement includes, among other things, a prohibition against auxiliaries providing any services concerning delivering sedation and anesthesia that requires independent decision making or professional judgment. This includes but is not limited to tasks such as preparing medication or delivering a partial dose from a prepared syringe. The Board deferred action on this matter and requested that the Sedation Advisory Committee review the statement and report back with it any recommendations.

**XI. INVESTIGATIVE MATTERS**

A. Investigative Statistics (October) **[Item #11] Dr. Watkins**

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

B. Hearing Panel Decisions

a. Log #18-213 **[Item #12] Dr. Clemons**

C. Settlement Conferences

The Board conducted one settlement conference throughout the meeting. Mr. Douglas Brocker and Ms. Crystal Carlisle represented the Investigative Panel. Mr. Kenny Jones and Ms. Carrie Meigs represented the respondent. Standard protocol was followed.

**XII. NEXT MEETING**

The Board's next regularly scheduled meeting will begin on Thursday, December 12, 2019, and will be held at the Board's office in Morrisville, North Carolina for the purposes of conducting a rule making hearing, disciplinary proceedings and to consider routine business.

**XIII. ADJOURNMENT**

There being no further business, Dr. Watkins made a motion to adjourn the meeting. Dr. Lanier seconded the motion, which passed by general consent. The meeting adjourned at 6:45 p.m.

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

Date of Approval: December 13, 2019

**MEMBERS OF THE BOARD**

- Dr. Merlyn Young, President*
- Dr. Catherine Watkins, Secretary-Treasurer*
- Dr. Millard W. Wester, III, Past-President*
- Dr. Edward Clemons, Jr.*
- Dr. Karen E. Lanier*
- Dr. Raleigh T. Wright, III*
- Ms. Nancy S. Onga, B.D.H., Dental Hygiene Member*
- Mr. Dominic Totman, Esq., Consumer Member*