

MINUTES
NC STATE BOARD OF DENTAL EXAMINERS
BOARD MEETING
CONFERENCE CALL
Morrisville, North Carolina
October 9, 2018

I. CALL TO ORDER & ESTABLISHMENT OF QUORUM

Dr. Young

A. Call to Order

Dr. Merlin Young, Immediate Past-President of the Board, called the meeting to order at 5:35 p.m., Tuesday, October 9, 2018, 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 except Dr. Millard Wester, III. The members included Dr. Kenneth Sadler, Dr. Merlin Young, Dr. William M. Litaker, Jr., Dr. Catherine Watkins, Dr. Edward Clemons, Jr., 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, Mr. Line Dempsey, Senior Investigator and Mr. Douglas Brocker, Board Counsel, were also present.

C. Declaration of Quorum

With seven members of the Board present, Dr. Young 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. Young

Dr. Litaker 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.

III. APPROVAL OF MINUTES

- A. Minutes of September 6-8, 2018 **[Item #1] Dr. Young**
Following a review of the September 6-8, 2018 Minutes, Dr. Litaker moved to approve the Minutes as written. Dr. Sadler seconded the motion, which passed by general consent.

IV. REPORT FROM PRESIDENT

Dr. Wester

[No Report]

V. REPORT FROM CHIEF EXECUTIVE OFFICER

Mr. White

- A. Financial Report (September) **[Item #2]**
Following a review of the September Financial Report, Dr. Litaker moved to accept the report for informational purposes. Dr. Sadler seconded the motion, which passed by general consent.

- B. Personnel Matters
[No Report]

- C. Miscellaneous

✚ Newsletter Editor
Mr. Totman was appointed and has agreed to serve as the editor of the Board's Newsletter.

✚ AADB Board of Directors
Dr. Litaker moved to approve Mr. White's appointment to the AADB Board of Directors and for the Board to cover any expenses associated with this appointment. Ms. St. Onge seconded, motion carried.

At 5:45 p.m., Dr. Wester joined the meeting as the presiding officer.

✚ Disciplinary Action Guidelines
Mr. White and Mr. Brocker reported that they are drafting a series of guidelines to assist the Hearing Panel when making decisions concerning disciplinary actions. Drs. Young and Wester have agreed to offer guidance regarding this project.

VI. REPORTS OF STANDING COMMITTEES

- A. Executive Committee
[No Report]

- B. Finance Committee
[No Report]

- C. Sedation/General Anesthesia Committee
[No Report]

VII. OLD BUSINESS

- A. 2019 Meeting Dates **[Item #3] Dr. Wester**
Dr. Young presented the Board with a proposed date change to the Board meeting schedule for 2019. Dr. Young made a motion to approve the schedule after changing the November 8-9, 2019 date to November 15-16, 2019. Dr. Watkins seconded the motion. The motion carried.

VIII. NEW BUSINESS

- A. Health Reimbursement Arrangement **[Item #4] Mr. White**
Ms. St. Onge made a motion to approve and adopt the Health Reimbursement Arrangement Plan as amended and restated. Dr. Young seconded the motion. The motion passed.
- B. Approve ECU Extramural Sites **[Item #5] Ms. Goode**
The East Carolina School of Dental Medicine requested that the Albemarle Alliance for Children and Families' Screening being held on November 1, 2018 and the Special Olympics Fall Screenings being held on November 10, 2018 be approved as extramural sites for their students. Upon review of the documentation, Dr. Watkins moved to approve the site. Dr. Young seconded the motion, which passed by general consent.
- C. Approve Radiology Course **[Item #6] Ms. Goode**
Linda Paquette, RDH with Catawba Valley Community College submitted a radiology course for Board approval. Upon determining that the course met the appropriate criteria, Dr. Litaker moved, seconded by Dr. Young, to approve the course and to approve Ms. Paquette as a course instructor. The motion passed by general consent.
- D. Petition for Rulemaking **[Item #7] Mr. White**
On behalf of the Oral Health Section of the Department of Health and Human Services, Dr. Sarah Tomlinson submitted a request for a rulemaking hearing to amend 21 NCAC 16W .0102. Mr. White will follow up with Dr. Tomlinson to get clarification and report back to the Board.

IX. LICENSURE MATTERS

- A. Approval of Licenses/Permits/Reinstatements **[Item #8] Ms. Goode**
Dr. Sadler moved to approve all licenses, 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
[None]

Mr. Brocker

XI. INVESTIGATIVE MATTERS

- A. Investigative Statistics (September) [Item #9] Dr. Sadler
The Board reviewed investigative statistics for the month of September, as well as year to date. The statistics were accepted for informational purposes.

- B. Hearing Panel Decisions
[None]

- C. Settlement Conferences
[None]

XII. NEXT MEETING

The Board's next regularly scheduled meeting will begin on Thursday, November 8, 2018, and will be held at the Board's offices in Morrisville, North Carolina for the purposes of conducting a formal hearing in the matter of Dr. Shawana Patterson and for the consideration of routine business.

XIII. ADJOURNMENT

There being no further business, Dr. Young made a motion to adjourn the meeting. Dr. Clemons seconded the motion, which passed by general consent. The meeting adjourned at 6:30 p.m.

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

Date of Approval: November 8, 2018

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