



## BOARD OF DENTURISTS MEETING MINUTES

Friday, July 10, 2015  
9:15 AM

Department of Health  
Town Center Two, Room 158  
111 Israel Rd. S.E.  
Tumwater, WA 98501

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On Friday, July 10, 2015, the Board of Denturists met at the Department of Health, Town Center Two, Room 158, 111 Israel Rd. S.E., Tumwater, WA 98501. In accordance with the Open Public Meetings Act, notices were sent to individuals requesting notification of meetings.

**Board Members**

**Present:**

Mike Gillispie, Chair  
Clayton Sulek, Vice-Chair  
Danny Croft  
Karen Hausrath, Public Member  
Sandra McNaughton, Public Member  
Steve Peters  
Patrick Carbone, Pro-Tem  
David Do, DDS, Pro-Tem  
Eric Hansen, Pro-Tem  
Szilard Zombor, Pro-Tem

**Staff Present:**

Vicki Brown, Program Manager  
Trina Castle, Executive Director  
Sandie Pearson, Program Representative  
Heather Carter, Assistant Attorney General (AAG)  
Bill Kellington, Supervising Staff Attorney  
Erin Obenland, Disciplinary Program Manager  
Elyette Weinstein, Staff Attorney  
Kim Dinsmore, Compliance Officer  
Tanya Mills, Credentialing Manager

**Others Present:**

Wanda Anderson, National Denturist Association (NDA)  
Shawn Murray, National Denturist Association  
Carol Carbone, Washington Denturist Association (WDA)  
Julie Stone  
Bill Disantis, President, Washington Denturist Association  
Carolyn Logue, Lobbyist, Washington Denturist Association

**PUBLIC HEALTH**  
ALWAYS WORKING FOR A SAFER AND  
HEALTHIER WASHINGTON

**CLOSED SESSION – 8:30 a.m.**

Closed session was called to order at 8:39 a.m. by Mike Gillispie, Chair.

**1. STATEMENT OF ALLEGATIONS / STIPULATION TO INFORMAL DISPOSITION PRESENTATIONS**

There were no Statement of Allegations / Stipulation to Informal Disposition presented. Presentations are contingent upon agreements being reached between the parties prior to a board meeting.

**2. DISCIPLINARY CASE REVIEWS**

**3. NEW REPORTS FOR AUTHORIZATION OR CLOSURE**

There were no new reports for authorization or closure presented to the board at this time.

**4. REVIEW OF APPLICATIONS**

There were no applications presented for review.

**5. CONTINUING EDUCATION AUDITS**

There were no continuing education audits presented for review.

**OPEN SESSION – 9:15 a.m.**

**6. CALL TO ORDER**

The open session meeting was called to order at 9:17 a.m. by Mike Gillispie, Chair.

6.1 Introduction of Audience

The board, staff and audience introduced themselves.

6.2 Approval of Agenda

A motion was made by Clayton Sulek to approve the agenda. The motion was seconded by Sandra McNaughton. The agenda was unanimously approved as presented.

6.3 Approval of May 7, 2015 Disciplinary Conference Call Meeting Minutes

A motion was made by Karen Hausrath to approve the disciplinary conference call meeting minutes from May 7, 2015. The motion was seconded by Sandra McNaughton. The May 7, 2015 disciplinary conference call meeting minutes were approved as presented.

6.4 Approval of May 14, 2015 Disciplinary Meeting Minutes

A motion was made by Karen Hausrath to approve the disciplinary meeting minutes from May 14, 2015. The motion was seconded by Sandra McNaughton. The May 14, 2015 disciplinary meeting minutes were approved as presented.

6.5 Approval of May 14, 2015 Meeting Minutes

A motion was made by Karen Hausrath to approve the meeting minutes from May 14, 2015. The motion was seconded by Sandra McNaughton. The May 14, 2015 meeting minutes were approved as presented.

6.6 Approval of May 28, 2015 Disciplinary Conference Call Meeting Minutes

A motion was made by Karen Hausrath to approve the disciplinary conference call meeting minutes from May 28, 2015. The motion was seconded by Sandra McNaughton. The May 28, 2015 disciplinary conference call meeting minutes were approved as presented.

**7. SETTLEMENT PRESENTATIONS AND/OR ORDERS**

There were no settlement presentations and/or orders presented. Presentations are contingent upon agreements being reached between the parties prior to a board meeting. Deliberations are held in Executive Session.

**8. BOARD OF DENTURISTS 2015 – 2017 BUSINESS PLAN**

The board reviewed and discussed their 2015 – 2017 business plan. The board did not make any changes to the business plan at this time.

**9. NATIONAL EXAMINATION**

The board reviewed and discussed the National Examination. Heather Carter, AAG shared with the board that it may be difficult to fully discuss the exam without discussing the legal advice the board had received in a memo from Richard McCartan, AAG. She also shared that the board may elect to waive the attorney-client privilege in order to facilitate the

discussion about the National Examination. Mr. Sulek moved to waive the attorney-client privilege regarding the information provided in Mr. McCartan's memo to the board. Ms. Hausrath seconded the motion. Board members voted in favor of waiving the attorney-client privilege.

Currently the board prepares and administers the written and clinical examination for licensure. The board discussed considering changing this practice to accept the National Examination administered by the National Denturist Association (NDA). Ms. Carter, AAG shared that certain legal requirements detailed in statute would still have to be met, and rules would need to be drafted. Ms. Carter, AAG stated that a contract between the board and the NDA would also need to be in place.

Mr. Gillispie asked whether the program would lose money by having the NDA give the exam. Ms. Castle, Executive Director reported that the exam is self-sufficient and the board does not profit from administering the exam. Eric Hansen shared that it was his understanding that the board could continue to give the clinical exam as well as accept the NDA exam. Mr. Carbone added that he believes the NDA would work with the board to accommodate what the board wants to see in the exam.

Shawn Murray, NDA shared that currently the NDA is looking to Washington first in the vetting process. She shared that applicants would be counseled regarding the education required; that an applicant whose education was pieced together would not be eligible for licensure in WA. She also explained that currently in Oregon there are two pathways for taking the NDA exam. One pathway is when an applicant applies for licensure in Oregon; the Oregon licensing body forwards the names to the NDA stating they are eligible to take the exam. The second pathway allows applicants to apply directly to the NDA to take the exam. Once the applicant takes the exam, the NDA sends the test scores directly to Oregon per the exam agreement between OR and the NDA.

Bill Kellington, Staff Attorney shared that an agreement between WA and the NDA may include standard boiler plate language used by DOH contracts office as well as specific language that details the "statement of work" regarding the NDA exam. Language specifying the "statement of work" would require drafting the language to meet the requirements set forth by the board in rule.

Mr. Hansen asked board members to consider whether the board should get out of the "test giving business" and move forward or possibly offer the NDA exam and continue to have the board administer the exam also.

Ms. Carter, AAG shared that rule language will need to be drafted if the board decides to allow the NDA exam.

Mr. Kellington suggested the board start by looking at the rules and policies that may need to be drafted in order to accept the NDA exam for licensure. He added that this work could be done by a committee of the board.

A motion was made and seconded to create a committee to start the process to identify rules that will need to be changed as well as looking at draft language needed in the contract to accept the NDA exam. The motion passed by a vote of nine in favor and one abstention.

Committee members include: Steve Peters; Szilard Zombor; Eric Hansen and Karen Hausrath. Program staff will schedule committee meetings and send notification of committee meetings out to list serv.

## **10. JURISDICTION REVIEW**

The reviewing board member presented his review of the State of Oregon's denturist licensing requirements for the full board's consideration and action. Mr. Zombor shared that Oregon has two pathways to licensure. One of the two pathways requires applicants to obtain training through an Associate's Degree Program; the other pathway allows applicants to "piece meal" their education equivalent to the Associate's. Mr. Zombor recommended the board approve the licensure pathway that requires an Associate's Degree Program. He also suggested the board not approve the pathway to licensure that allows applicants to "piece meal" the education component. Ms. Hausrath moved to accept only the licensure pathway that requires applicants to obtain training through an Associate' Degree Program; and to not accept the licensure pathway that allows applicants to "piece meal" the educational component. Ms. McNaughton seconded the motion. The motion passed by a vote of nine in favor and one abstention.

## **11. DENTURIST PROGRAM APPROVAL**

The reviewing members presented their review of the New England School of Dental Technology for the full board's consideration and action. Reviewing board members reviewed the curriculum of the New England School of Dental Technology and recommended approval of the program. The board approved the New England School of Dental Technology.

## **12. OTHER**

### **12.1 Candidate examination handbook and clinical exam outline**

Mr. Sulek and Mr. Peters reviewed and made changes to the clinical exam outline. Ms. Brown will update the clinical exam outline to include their changes and will present to the board at a special conference call meeting for consideration.

12.2 Update on the Dental Collaboration Committee meeting held on June 19, 2015

Eric Hansen provided a report to the board regarding the Dental Collaboration Committee (DCC) meeting. The committee consists of representatives from the Dental Quality Assurance Commission (DQAC), the Dental Hygiene Examining Committee (DHEC), and the Board of Denturists. Mr. Hansen shared that the dynamic of the committee can make it challenging to get a lot accomplished. The dental hygienists are recommending that head/neck exams and cancer screenings be allowed to be performed under a dentist's general supervision, currently both are only allowed under close supervision. Other areas discussed included supervision levels in regards to administration of oral sedatives and administration of antibiotics/pre-meds by hygienists.

12.3 Review of education and credentialing requirements

Ms. Brown presented a handout detailing licensure requirements. The board reviewed and discussed editing the document to reflect the decision to only accept the licensure pathway that requires applicants obtain training through an Associate's Degree Program as was voted for under Item 10 of this agenda. Ms. Brown will edit the document to reflect the changes and have posted to the dentist webpage.

12.4 North Carolina Dental Board / Federal Trade Commission

Heather Carter, AAG provided a brief update on the recent North Carolina Dental Board/Federal Trade Commission ruling. Ms. Carter shared that the AAG's office has a group tasked with analyzing all the boards, commissions, and committees to determine whether there are any rules changes that need to be made. The board will receive updated information from Mr. McCartan at a future meeting.

12.5 Proposed date for May 2016 meeting to be held in conjunction with the Washington Denturist Association (WDA)

Ms. Brown reported that the board had been invited to the May 2016 annual meeting of the Washington Denturist Association (WDA) being held in Chelan, WA. Board members discussed whether to hold the May 2016 board meeting in conjunction with the WDA meeting. Mr. Sulek made a motion to hold the May 2016 board meeting in Chelan on May 11, 2016 in order to allow board members to attend the WDA Annual Meeting that begins on May 12, 2016. Mr. Croft seconded the motion. The board voted unanimously to approve the motion. Updated meeting information will be provided to the board and posted to the program webpage as the meeting date gets closer.

12.6 Board member recruitment

Ms. Brown reported she had received a total of three applications; two applications for the professional board member position and one application for the public member position.

12.7 Board, Commission and Committee new member orientation – September 2015

Ms. Brown shared that the New Member Orientation is scheduled for September. Several board members are tentatively scheduled to attend. Ms. Brown will email the exact date of the orientation to the members so they can confirm their attendance. Members tentatively attending include Dr. Do; Mr. Zombor; Mr. Carbone; and Mr. Hansen.

12.8 Other

Sandie Pearson, Program Representative provided a status update to the board regarding their travel reimbursements being delayed. The staff person responsible for processing the travel reimbursements had been out of the office unexpectedly. The staff member has returned to work and anticipates the travel payments to be processed within the week.

**13. PROGRAM MANAGEMENT REPORT** – Information provided to the board by the program manager and executive director.

13.1 Interim Operating Budget Report

Ms. Castle provided an updated budget report to the board. She shared that the current biennium ended on June 30, 2015 and the programs budget was in good shape. The 2015 – 2017 biennium began on July 1, 2015. She also shared that the budget may need to be closely monitored if the board decides to change the exam to the National Denturist Exam.

13.2 Licensing and disciplinary statistics

Ms. Brown provided licensure and disciplinary statistics to the board. Statistics presented are as follows:

<b>CREDENTIAL STATUS</b>	<b>DENTURIST LICENSURE</b>	<b>DENTURIST ALTERNATE LOCATIONS</b>	<b>TOTAL</b>
Active	136	21	157
Revoked	5	---	5

Suspended	7	2	9
Active on Probation	4	---	4
Active w/Conditions	2	---	2
Inactive	5	---	5
Retired Active	1	---	1
Voluntary Surrender	1	---	1

13.3 Secure Network Access – Citrix

Board members were provided an update regarding the work being done on getting all board, commission, and committee members DOH email accounts and access to Citrix, the secured network. DOH staff has set up the email accounts and have registered board members for access to the DOH secured servers. Board members are scheduled to receive instructions and training at the October meeting.

13.4 Other

There was no other board business discussed at this time.

**14. CONSENT AGENDA – CORRESPONDENCE**

The following item(s) and any additional correspondence received or sent is for the committee’s information. If separate discussion is desired on an item, a single motion by a committee member will place the specific item(s) on the regular business agenda. If there is no motion, there will be no discussion.

There were no items for the board to review at this time.

**15. FUTURE AGENDA ITEMS AND PLANNING FOR FUTURE MEETINGS**

- Guidelines and criteria for re-take examination applicants
- Updated Candidate Examination Handbook and Candidate Clinical Exam Outline
- 2015 – 2017 Business Plan
- Updated document outlining education and credentialing requirements
- Licensing and disciplinary statistics
- Information/training regarding to DOH email and Citrix
- National Denturist Exam committee update
- Discussion relating to bruxism continuing education

**16. OPEN FORUM FOR PUBLIC INPUT**

Shawn Murray thanked the board for listening to the information about the NDA exam. She also thanked board members for their willingness to consider accepting the exam.

Ms. Anderson shared with the board that the 9th World Denturist Symposium is being held in Alexandria, VA in September.

## 17. ADJOURNMENT

There being no further business before the board, the meeting was adjourned at 11:43 a.m. on Friday, July 10, 2015. The next meeting is scheduled for Thursday, October 22, 2015 in Tumwater, WA. Updated meeting information will be posted to the Board of Denturists webpage.

Respectfully Submitted By:

Approved By:

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Vicki Brown, Program Manager

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Michael Gillispie, Chair  
Board of Denturists