



BOARD OF DENTURISTS REVISED TRAINING MINUTES

Friday, March 25, 2016
9:00 AM

Ramada Inn
4520 Martin Way East
Rainier East Room
Olympia, WA 98516

On Friday, March 25, 2016, the Board of Denturists met at the Ramada Inn, 4520 Martin Way East, Rainier East Room, Olympia, WA 98516. In accordance with the Open Public Meetings Act, notices were sent to individuals requesting notification of meetings.

Board Members

Present:

Eric Hansen, Chair
Danny Croft, Vice-Chair
Pat Carbone
Sandra McNaughton, Public Member
Steve Peters
Sherry Ybarra, Public Member
Clayton Sulek, Pro-Tem Member
Szilard Zombor, Pro-Tem Member

Staff Present:

Vicki Brown, Program Manager
Trina Castle, Executive Director
Sandie Pearson, Program Representative
Bruce Bronoske, Program Manager
Heather Carter, Assistant Attorney General (AAG)
Erin Obenland, Disciplinary Program Manager
Bill Kellington, Supervising Staff Attorney
Dianna Staley, Compliance Manager
Alan Anderson, Assistant Attorney General (AAG)
Tracy Bahm, Assistant Attorney General (AAG)
Daniel Baker, Assistant Attorney General (AAG)

Others Present:

There was no audience present.

OPEN SESSION – 9:00 a.m.

1. CALL TO ORDER – Eric Hansen, Chair

The open session meeting was called to order at 9:04 a.m. by Eric Hansen, Chair.

1.1 Welcome and Introductions

Board members and staff introduced themselves.

1.2 Approval of Training Agenda

A motion was made by Steve Peters to approve the agenda as presented. The motion was seconded and unanimously approved as presented.

2. OFFICE OF HEALTH PROFESSIONS AND FACILITIES

The board received information regarding the Office of Health Professions and Facilities. Ms. Brown updated the board on recruitment efforts to fill the vacant dental member position. The recruitment announcement has been sent to the dentist and dental ListServs. She has not received any applications at this time. Ms. Brown will resend the recruitment notice out again.

3. DISCIPLINARY HEARINGS UPDATE

The board was updated on two disciplinary hearings. One of the cases was settled prior to the hearing. The other case did go to hearing and we are still waiting for the final outcome. The three board members that sat on the hearing panel shared their thoughts about the hearing process. All stated they thought the process was interesting.

4. TEAM BUILDING

Board members and staff participated in a team building exercise where each member shared information about themselves with the group.

5. DISCIPLINARY CASE REVIEW

Erin Obenland, Disciplinary Program Manager and Bill Kellington, Supervising Staff Attorney provided training and information to the board members regarding the following:

- Case File – Members were provided a mock case file that was used to guide them with tips on how to read a disciplinary case file.

- Case Summary – Ms. Obenland provided information to the board members on how to provide a case summary when assigned as the reviewing board member (RBM.)
- Helpful tips – Board members were provided with helpful tips for reading a case file and acting as the RBM.

Networking Lunch

6. CASE MANAGEMENT

Bill Kellington, Supervising Staff Attorney and Erin Obenland, Disciplinary Case Manager provided training and information to the board members on the following items.

- 6.1 RBM Summary Worksheet – Board members reviewed the RBM Summary Worksheet.
- 6.2 Legal Actions – Mr. Kellington reviewed the different legal actions that may be used in disciplinary cases. He discussed the importance of assessing cases when deciding how to pursue legal action and using the Sanctions Worksheet.
- 6.3 Sanctions Worksheet – The Sanctions Worksheet was reviewed. Members learned how to use the Sanctions Worksheet tool to guide them when acting as the RBM.
- 6.4 Disciplinary Sanctions – Board members reviewed the options and disciplinary sanctions that may be used in disciplinary cases, including the following boundary and skill assessment entities:
 - Center for Personalized Education for Physicians (CPEP)
 - Problem Based Ethics (ProBE)
 - Professional Boundaries Inc. (PBI)
 - Dentist Professional Review and Evaluation Program (D-PREP)
- 6.5 Hearings – Information regarding sitting on a hearing panel was presented. A hearing is scheduled when settlement is not reached between the board and the respondent.

7. COMPLIANCE

Dianna Staley, Compliance Manager provided training and information to the board members on the following items.

- 7.1 Compliance and what the RBM does – Ms. Staley reviewed with the board what their role is when a case reaches compliance.
- 7.2 Audits – Board members received information regarding compliance audits.

- 7.3 Late sanctions and what to do – Information about late sanctions and what as the RBM they need to know and do.
- 7.4 Non-compliance and next steps – Ms. Staley shared information about non-compliance and the steps that are taken.
- 7.5 Release of compliant respondents – Board members learned about releasing respondents once they have met all of the requirements of their case.

8. ROLE OF THE ASSISTANT ATTORNEY GENERAL (AAG)

- Advisor – Heather Carter, AAG provided an update on the AAG Advisor role to the board.
- Prosecutor – Tracy Bahm, AAG, Alan Anderson, AAG, and Daniel Baker, AAG provided information on the AAG Prosecutor’s role to the board.

9. ADJOURNMENT

There being no further business before the board, the training session was adjourned at 2:45 p.m. on Friday, March 25, 2016. The next meeting is scheduled for May 11, 2016 in Lake Chelan, WA. Updated meeting information will be posted to the Board of Denturists webpage.

Respectfully Submitted By:

Approved By:

Vicki Brown, Program Manager

Eric Hansen, Chair
Board of Denturists