



Notice is hereby given that a public meeting of the Dental Hygiene Committee Of California (DHCC) will be held as follows:

### **DHCC MEETING AGENDA**

The DHCC welcomes and encourages public participation in its meetings. The public may take appropriate opportunities to comment on any issue before the Committee at the time the item is heard.

**Saturday, June 10, 2017**  
**12:00 p.m. until adjournment of the Full Committee**  
**Embassy Suites Irvine Orange County Airport**  
**Ambassador Room**  
**2120 Main Street**  
**Irvine, CA 92614**  
**949-553-8332**

**(The Full Committee Meeting will commence upon adjournment of the Education Subcommittee Meeting)**

### **EDUCATION SUBCOMMITTEE MEETING**

Members:

Michelle Hurlbutt, Chair, RDH Educator  
Susan Good, Public Member  
Sandy Klein, Public Member  
Timothy Martinez, DMD

1. Roll Call/Establishment of Quorum
2. Public Comment for Items Not on the Agenda  
[The DHCC may not discuss or take action on any matter raised during the Public Comment section that is not included on this agenda, except whether to decide to place the matter on the agenda of a future meeting (Government Code §§ 11125 & 11125.7(a))]
3. Approval of the May 6, 2017 Education Subcommittee Meeting Minutes
4. Discussion and Possible Recommendation to the Full Committee regarding Maintaining or Withdrawing Approval of Taft College Dental Hygiene Educational Program: Program Deficiencies
5. Discussion and Possible Recommendation to the Full Committee regarding Maintaining or Withdrawing Approval of Concorde Career College - Garden Grove: Substantive Changes to their Dental Hygiene Educational Program
6. Discussion and Possible Recommendation to the Full Committee regarding Maintaining or Withdrawing Approval of Shasta College Dental Hygiene Educational Program: Faculty Compliance Requirements

7. Future Agenda Items
8. Adjournment of the Education Subcommittee

A quorum of the Committee may be present at the Subcommittee meeting. Committee members who are not on the Subcommittee may observe, but may not participate or vote.

### **FULL COMMITTEE MEETING**

Members:

Noel Kelsch, President, RDHAP  
Susan Good, Vice President, Public Member  
Evangeline Ward, Secretary, RDH  
Michelle Hurlbutt, RDH Educator  
Sandy Klein, Public Member  
Timothy Martinez, DMD  
Nicolette Moultrie, RDH  
Edcelyn Pujol, Public Member  
Garry Shay, Public Member

1. Roll Call/Establishment of Quorum
2. President's Report
3. Public Comment for Items Not on the Agenda  

[The DHCC may not discuss or take action on any matter raised during the Public Comment section that is not included on this agenda, except whether to decide to place the matter on the agenda of a future meeting (Government Code §§ 11125 & 11125.7(a))
4. Consideration of and Potential Action on Education Subcommittee Recommendations:
  - a) Maintaining or Withdrawing Approval of Taft College Dental Hygiene Educational Program: Program Deficiencies
  - b) Maintaining or Withdrawing Approval of Concorde Career College – Garden Grove: Substantive Changes to their Dental Hygiene Educational Program
  - c) Maintaining or Withdrawing Approval of Shasta College Dental Hygiene Educational Program: Faculty Compliance Requirements
5. Approval of the May 6-7, 2017 Full Committee Meeting Minutes
6. Discussion and Possible Action on the Revised Duty Statement for the Executive Officer
7. Future Agenda Items
8. Adjournment of the Full Committee

Public comments will be taken on agenda items at the time the specific item is raised. The DHCC may take action on any item listed on the agenda including informational only items. All times are approximate and subject to change. Agenda items may be taken out of order to accommodate speakers and to maintain a quorum. The meeting may be cancelled without notice. For verification of the meeting, call (916) 263-1978 or access DHCC's Web Site at [www.dhcc.ca.gov](http://www.dhcc.ca.gov).

The meeting facilities are accessible to individuals with physical disabilities. A person who needs a disability-related accommodation or modification in order to participate in the meeting may make a request by contacting Estelle Champlain at (916) 576-5007, via e-mail at: [Estelle.champlain@dca.ca.gov](mailto:Estelle.champlain@dca.ca.gov) or send a written request to DHCC at 2005 Evergreen Street, Ste. 2050, Sacramento, CA 95815. Providing your request at least five (5) business days before the meeting will help to ensure availability of the requested accommodation.









**MEMORANDUM**

<b>DATE</b>	June 10, 2017
<b>TO</b>	Full Committee
<b>FROM</b>	Michelle Hurlbutt, Chair, Education Subcommittee, RDH Educator
<b>SUBJECT</b>	<b>FULL 4 Consideration of and Potential Action on Education Subcommittee Recommendations</b>

The Education Subcommittee Chair will present the subcommittee's recommendations regarding Taft College, Concorde Career College – Garden Grove Campus, and Shasta College to the Full Committee for consideration and potential action.

Committee Decision for Taft College:

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Committee Decision for Concorde Career College – Garden Grove:

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Committee Decision for Shasta College:

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## 1. Roll Call and Establishment of a Quorum

Noel Kelsch, President of the Dental Hygiene Committee of California (DHCC), called the meeting to order at 9:00 a.m. DHCC Secretary, Evangeline Ward, took roll call and a quorum was established with all nine members present.

## 2. Public Comments for Items Not on the Agenda

There were no comments from the public.

## 3. Approval of the December 3, 2016 Full Committee Meeting Minutes

When the item was open for discussion, a Committee member requested a clarifying **amendment**.

Motion: Garry Shay moved to adopt the December 3, 2016 Full Committee Meeting Minutes as amended.

Second: Sandra Klein

President Kelsch asked if any member of the public or the Committee would like to comment. There were no comments.

Vote: The motion to adopt the December 3, 2016 Full Committee Meeting Minutes as amended passed 9:0.

Name	Aye	Nay	Abstain
Susan Good	X		
Michelle Hurlbutt	X		
Noel Kelsch	X		
Timothy Martinez	X		
Sandra Klein	X		
Nicolette Moultrie	X		
Edcelyn Pujol	X		
Garry Shay	X		
Evangeline Ward			

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## MEMORANDUM

<b>DATE</b>	June 10, 2017
<b>TO</b>	Full Committee
<b>FROM</b>	Noel Kelsch, President, RDHAP
<b>SUBJECT</b>	<b>FULL 6 Discussion and Possible Action on the Revised Duty Statement for the Executive Officer</b>

### BACKGROUND

On May 7, 2017, the Committee received a draft copy of the executive officer duty statement from Nicole Le, Assistant Chief from the Department of Consumer Affairs' Office of Human Resources. Having no prior review of the duty statement, the Committee directed the Executive Officer Selection Committee to revise the duty statement and return with its revisions for the Committee's approval at a future meeting. The Selection Committee will present the revised duty statement at the June 10, 2017 meeting.

### STAFF RECOMMENDATION

The Executive Officer Selection Committee recommends to the Full Committee to accept the revised executive officer duty statement as presented or to incorporate additional edits as needed.





