



Dental Hygiene Board of California Meeting Minutes

Friday, April 12, 2019

Location:

DHBC Headquarters Building
2005 Evergreen Street, 1st Floor Hearing Room
Sacramento, CA 95815

DHBC Members Present:

Susan Good, President, Public Member
Nicolette Moultrie, Vice President, Registered Dental Hygienist (RDH) Member
Edcelyn Pujol, Secretary, Public Member
Michelle Hurlbutt, RDH Educator Member
Noel Kelsch, Registered Dental Hygienist in Alternative Practice (RDHAP) Member
Sandra Klein, Public Member
Garry Shay, Public Member
Evangeline Ward, RDH Member

DHBC Members Absent:

Timothy Martinez, Public Health Dentist Member

DHBC Staff Present:

Anthony Lum, Executive Officer (EO)
Elizabeth Elias, Assistant Executive Officer (AEO)
Traci Napper, Program Analyst
Adina Pineschi-Petty, Doctor of Dental Surgery (DDS), Education, Legislative, and Regulatory Specialist
Daniel Rangel, Special Investigator
Jason Hurtado, Department of Consumer Affairs (DCA) Legal Counsel for the DHBC

Public Present:

Mary McCune, California Dental Association (CDA)
Lisa Okamoto, California Dental Hygienist's Association (CDHA)
Melissa Fellman, Sacramento City College
Karen Fischer, Executive Officer, Dental Board of California (DBC)
Fran Burton, President, DBC
Tonette Steeb, Diablo Valley College
Vickie Kimbrough, Taft College, Purple Pen
Maureen Titus, CDHA
JoAnn Galliano, MEd, RDH, DHBC Educational Consultant and Subject Matter Expert (SME)
Lisa Kamibayashi, West Los Angeles College (WLAC)
Joanne Pacheco, Fresno City College (FCC)
Jean Kulbeth, FCC
Lori Mc Donald, Truckee Meadows Community College, Reno, NV, CDHEA
Laurel Sampson, Concorde Career College – San Diego

1. Roll Call and Establishment of a Quorum

Susan Good, President of the Dental Hygiene Board of California (DHBC), called the meeting to order at 9:00 a.m. She announced that Timothy Martinez was absent and excused. DHBC Secretary, Edcelyn Pujol, took roll call and a quorum established with eight Members present. President Good reviewed the Bagley-Keene Open Meeting Act and explained that for each action item a roll call vote will be taken.

2. Public Comments for Items Not on the Agenda

Written comment was received from Nicole Dunn. Ms. Dunn expressed concern as an Oregon licentiate applying to California for an RDH license. She was unaware the laws changed in January 2019 which now require her to retake the Western Regional Examining Board (WREB) as her results are now over two years old and non-compliant with the current law. She requested the Board to consider her case and waive the WREB requirement.

3. President's Report (Informational Only)

President Good advised that all meetings moving forward would be webcast and welcomed new DHBC staff members Elizabeth Elias, Albert Law, and Karen Baysinger-Shreves. President Good reminded the Board that it is a reporting year and thanked the Board for the timely submission of their Form 700, as well as for accepting their 2019 subcommittee assignments. Additionally, she advised of agenda order changes of the subcommittees to Enforcement Subcommittee as agenda item 11, Legislative and Regulatory Subcommittee as agenda item 12, Licensing and Examination Subcommittee as agenda item 13, and Education Subcommittee as agenda item 14.

President Good advised that four members are completing their Board terms this year (Michelle Hurlbutt, Noel Kelsch, Edcelyn Pujol, and Sandra Klein) and encouraged them to reapply if that is their desire.

4. Approval of the November 16, 2018 Full Committee Meeting Minutes

Motion: Garry Shay moved to approve the November 16, 2018 Full Committee Meeting Minutes to include non-substantive changes.

Second: Nicolette Moultrie

President Good requested comments from members of the DHBC or public. No comments received.

Vote: Motion to approve the November 16, 2018 Full Committee Meeting Minutes as Amended. Passed 7:0:2.

Name	Aye	Nay	Abstain
Susan Good	X		
Michelle Hurlbutt	X		
Noel Kelsch	X		
Timothy Martinez			X (absent)

Name	Aye	Nay	Abstain
Sandra Klein			X (abstain)
Nicolette Moultrie	X		
Edcelyn Pujol	X		
Garry Shay	X		
Evangeline Ward	X		

5. Approval of the November 17, 2018 Full Committee Meeting Minutes

Motion: Nicolette Moultrie moved to approve the November 17, 2018 Full Committee Meeting Minutes.
 Second: Noel Kelsch

President Good requested comments from members of the DHBC or public. No comments received.

*Vote: Motion to approve the November 17, 2018 Full Committee Meeting Minutes.
 Passed 5:0:4.*

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

6. Approval of the January 29, 2019 Full Board Teleconference Meeting Minutes

Motion: Sandra Klein moved to approve the January 29, 2019 Full Board Teleconference Meeting Minutes.

Second: Noel Kelsch

President Good requested comments from members of the DHBC or public. No comments received.

*Vote: Motion to approve the January 29, 2019 Full Committee Meeting Minutes.
Passed 5:0:4.*

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

7. Executive Officer’s Report (Informational Only)

EO Lum provided an update on issues being addressed since the last meeting.

Personnel:

Executive Officer (EO) Lum reported that he has been diligent in filling the vacant positions. He has filled three positions within the last six months: Elizabeth Elias (AEO), Albert Law (Probation Monitor), Karen Baysinger-Shreves (Receptionist). Additionally, within the last six months staff was reduced to 50% due to retirement and changeover and thanked staff for going “above and beyond” and keeping up with the workload and hoped that stakeholders did not observe any noticeable reduction in service.

Office Location:

EO Lum reports that the DHBC office will remain in the building. However, as some programs are moving out of the building, it opens availability to offices with additional space, and the DHBC plans to move offices within the building to obtain that additional space for DHBC growth.

EO Activities:

EO Lum informed the Board that three Budget Change Proposals (BCPs) submitted last year have been approved which allow the DHBC to hire three additional positions as of July 1, 2019. With the three additional positions, the DHBC will then have a total of 13 staff members to conduct our business more efficiently.

EO Lum attended the Dental Board of California (DBC) Meeting in February 2019 and reported out DHBC activities. Additionally, he completed two licensing outreach sessions at University of the Pacific (RDHAP program) and Sacramento City College (RDH program). Once additional staff are hired, EO Lum may dedicate a staff person to conduct regular outreach sessions to increase communication between the DHBC and stakeholders as business priorities warrant. EO Lum also participated in the Department of Consumer Affairs (DCA) quarterly Director’s Meetings which inform EOs of all DCA

activities and that DCA is conducting an EO salary study in which EO Lum participated. Results are to be reported in the future by the DCA Executive Office.

EO Lum is enhancing communication between the DHBC and the Department of Healthcare Services (DHCS) to see how to increase access to care for Californians in need. Biannual or quarterly meetings are being considered and the first one will be soon after this meeting. He asked for any questions.

No questions or comments received.

8. Dental Board of California Update (Informational Only)

Fran Burton, Dental Board of California (DBC) President, congratulated the DHBC on a successful Sunset Review and becoming a Board. Ms. Burton acknowledged Joanne Pacheco as the RDH member of the DBC and thanked the DHBC EO and DBC EO for working together. Additionally, she reported on DBC activities regarding the DBC Sunset Report and apprised the Board on Assembly Bill 1519 (DBC Sunset Bill) and requested the DHBC to attend the hearing and support the bill.

Ms. Burton informed the DHBC of the next DBC meeting on May 15-16, 2019 in Anaheim, CA. Additionally, she informed the DHBC that the DBC discussed the opioid crisis and has approved language regarding pain control regulations and rulemaking will be initiated by the DBC. She concluded her report by asking if there were any questions.

No questions or comments received.

9. Budget Report – DCA Budget Office to Provide Report (Informational Only)

Carl Beermann, DCA Budget Analyst, reviewed the information available in the meeting material binder of the DHBC's Fund Condition, Expenditure Projections, Revenue, and Fund Condition Analysis. He stated all numbers contained within the report are accurate and that the Board's financials are healthy.

Mr. Beermann reported that the Budget Office has reconciled FI\$Cal information with the State Controller's Office, however, there have been accounting submodules recently discovered which will need to be reconciled. Target date for closing fiscal year 2017-2018 will be July 2019.

Discussion from the Board directed EO Lum to work with the DCA Budget Office to update budgeted line items to reflect recent and actual expenditures. Additionally, the Board requested the DCA Budget Office to do an analysis and provide data on which months historically had more revenue as well as which months had more expenditures.

10. Presentation and Report from the DCA Office of Professional Examination Services (OPES)

Heidi Lincer, Ph.D. (Chief, DCA Office of Professional Services), and Tracy Montez, Ph.D. (Chief, DCA Division of Programs & Policy Review), informed the Board that they are currently working on the DHBC's Occupational Analysis (OA) and presented the process for DHBC's current OA and law and ethics (L & E) exam development. They provided a PowerPoint presentation to review and provide an overview explanation of these projects. Additionally, they informed the Board that after the OA is complete, the focus will be on developing a new L & E exam for the DHBC for both the RDH and RDHAP.

Discussion took place regarding the process for choosing subject matter experts (SME) for the OA and L & E exam development. Dr. Lincer and Dr. Montez informed the Board of the process for choosing SMEs and advised that interested parties could apply to OPES to become SMEs. Additionally, they answered questions from the Board and public regarding exam construction which included the process on construction of higher order exam questions, composition and wording of questions, and security measures during exam construction. They concluded their presentation by thanking the Board for the opportunity to provide the information and are available for any further questions or issues the members may have.

President Good recessed the Full Board at **11:10 a.m.** for the Subcommittees to convene.