



# STATE OF IOWA

## IOWA DENTAL BOARD

TERRY E. BRANSTAD, GOVERNOR  
KIM REYNOLDS, LT. GOVERNOR

PHIL MCCOLLUM  
INTERIM DIRECTOR

### IOWA DENTAL BOARD

#### AGENDA

January 30-31, 2014

**Location:** Iowa Dental Board, 400 SW 8<sup>th</sup> St., Suite D, Des Moines, Iowa

**Members:** *Steve Bradley, D.D.S., Board Chair; Steven Fuller, D.D.S., Board Vice Chair; Matthew McCullough, D.D.S., Board Secretary; Kaaren Vargas, D.D.S.; Tom Jeneary, D.D.S.; Mary Kelly, R.D.H.; Nancy Slach, R.D.H.; Diane Meier, Public Member; Lori Elmitt, Public Member*

**Thursday, January 30, 2014**

#### **COMMITTEE MEETINGS:**

9:00 A.M. **EXECUTIVE COMMITTEE**

9:30 A.M. **DENTAL HYGIENE COMMITTEE**  
*(See separate committee agenda)*

#### **BOARD MEETING:**

10:00 A.M.

#### **OPEN SESSION**

- |             |  |                       |
|-------------|--|-----------------------|
| <b>I.</b>   | <b>CALL MEETING TO ORDER – ROLL CALL</b>                       | <i>Steven Bradley</i> |
| <b>II.</b>  | <b>1<sup>st</sup> OPPORTUNITY FOR PUBLIC COMMENT</b>           | <i>Steven Bradley</i> |
| <b>III.</b> | <b>APPROVAL OF OPEN SESSION MINUTES</b>                        |                       |
|             | a. October 31-November 1, 2013 – Quarterly Meeting             |                       |
|             | b. December 20, 2013 – Teleconference                          |                       |
| <b>IV.</b>  | <b>REPORTS</b>   |                       |
|             | <b>A. EXECUTIVE DIRECTOR’S REPORT</b>                          | <i>Phil McCollum</i>  |
|             | <b>B. LEGAL REPORT</b>   | <i>Sara Scott</i>     |
|             | <b>C. ANESTHESIA CREDENTIALS COMMITTEE REPORT</b>              | <i>Kaaren Vargas</i>  |
|             | i. Recommendations – RE: Moderate Sedation Permit Applications |                       |
|             | ii. Recommendations – RE: General Anesthesia Permit            |                       |
|             | iii. Other Committee Recommendations, If Any                   |                       |

- D. CONTINUING EDUCATION ADVISORY COMMITTEE REPORT** *Lori Elmitt*
- i. Recommendations RE: Continuing Education Course Applications
  - ii. Recommendations RE: Continuing Education Sponsor Applications
  - iii. Other Recommendations, If Any
- E. BUDGET REVIEW COMMITTEE REPORT** *Steven Fuller*
- i. Review of Quarterly IDB Financial Report
  - ii. Other Committee Recommendations, If Any
- F. EXECUTIVE COMMITTEE REPORT** *Steven Bradley*
- G. LICENSURE/REGISTRATION COMMITTEE REPORT** *Matthew McCullough*
- i. Actions Taken by Committee on Applications
  - ii. Pending Licensure/Registration Applications, If Any – Will Be Discussed under Agenda Item VIII
  - iii. Other Committee Recommendations, If Any
- H. DENTAL HYGIENE COMMITTEE REPORT** *Mary Kelly*
- i. Pending Dental Hygiene Applications, If Any – Will Be Discussed Under Agenda Item VIII
  - ii. Report RE: Actions Taken at Dental Hygiene Committee Meeting
  - iii. Supervision Level for Use of Oraqix and Arestin
- Steven Bradley*
- I. DENTAL ASSISTANT REGISTRATION COMMITTEE REPORT**
- J. EXAMINATIONS REPORT** *Steven Bradley*
- i. CRDTS (Central Regional Dental Testing Service) – Dental Steering Committee Report *Mary Kelly*
  - ii. CRDTS – Dental Hygiene Examination Review Committee Report *Kaaren Vargas*
  - iii. CRDTS – Dental Examination Review Committee Report
- K. IOWA PRACTITIONERS COMMITTEE REPORT** *Brian Sedars*
- i. Quarterly IPRC Report *Mike Kanellis*
- L. GERIATRICS TASK FORCE REPORT** *Nancy Slach*
- M. EDUCATION STANDARDS FOR EXPANDED FUNCTIONS TRAINING REPORT**
- V. ADMINISTRATIVE RULES/ADMINISTRATIVE RULE WAIVERS**
- a. Notice of Intended Action – Proposed Amendments to Ch. 10, “General Requirements” and Ch. 20, “Dental Assistants” (RE: expanded functions recommendations)
  - b. Notice of Intended Action – Proposed Amendments to Ch. 15, “Fees”
  - c. Notice of Intended Action – Proposed Amendments to Ch. 29, “Sedation and Nitrous Oxide Inhalation Analgesia” (RE: capnography for moderate sedation; PALS/ACLS certification)
- VI. LEGISLATIVE UPDATE**

**VII. OTHER BUSINESS**

- a. Report on Options for Strategic Planning Process
- b. AADA/AADB Mid-year Meeting
- c. Other items for Discussion, If Any

*Kaaren Vargas  
Phil McCollum*

**VIII. APPLICATIONS FOR LICENSURE/REGISTRATION & OTHER REQUESTS\***

- a. Ratification of Actions Taken on Applications Since Last Meeting
- b. Pending Licensure/Registration Applications\*

*Steven Bradley*

**IX. 2<sup>nd</sup> OPPORTUNITY FOR PUBLIC COMMENT**

**X. CLOSED SESSION\***

**XI. ACTION, IF ANY, ON CLOSED SESSION ITEMS**

- a. Approval of Closed Session Minutes
- b. Licensure/Registration Applications
- c. Statement(s) of Charges
- d. Combined Statement(s) of Charges, Settlement Agreement(s) and Final Order(s)
- e. Settlement Agreement(s)
- f. Final Hearing Decisions
- g. Final Action on Non-Public Cases Left Open
- h. Final Action on Non-Public Cases Closed
- i. Other Closes Session Items

**FRIDAY, JANUARY 31, 2014**

8:45 A.M

**XII. BOARD RECONVENES**

**XIII. CONTINUE WITH ANY CLOSED SESSION AGENDA ITEMS**

*Steven Bradley*

**XIV. OPEN SESSION**

- a. Action, If Any, On Closed Session Agenda Items
  - i. Approval of Closed Session Minutes
  - ii. Licensure/Registration Applications
  - iii. Statement(s) of Charges
  - iv. Combined Statement(s) of Charges, Settlement Agreement(s) and Final Order(s)
  - v. Settlement Agreement(s)
  - vi. Final Hearing Decisions
  - vii. Final Action on Non-Public Cases Left Open
  - viii. Final Action on Non-Public Cases Closed
  - ix. Other Closed Session Items
- b. Other Open Session Items, If Any

**XV. ADJOURN**

## **NEXT QUARTERLY MEETING: APRIL 10-11, 2014**

If you require the assistance of auxiliary aids or services to participate in or attend the meeting because of a disability, please call the office of the Board at 515-281-5157.

\*These matters constitute a sufficient basis for the board to consider a closed session under the provisions of section 21.5(1), (a), (c), (d), (f), (g), and (h) of the 2013 Code of Iowa. These sections provide that a governmental body may hold a closed session only by affirmative public vote of either two-thirds of the members of the body or all of the members present at the meeting to review or discuss records which are required or authorized by state or federal law to be kept confidential, to discuss whether to initiate licensee disciplinary investigations or proceedings, and to discuss the decision to be rendered in a contested case conducted according to the provisions of Iowa Code Chapter 17A.

\*\*Pursuant to Iowa Code section 272C.6(1), a licensee may request that their disciplinary hearing be held in closed session.

\*\*\*Pursuant to Iowa Code section 21.5(1)(i) this follow up discussion will be in closed session, at the request of the individual.



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### IOWA DENTAL BOARD

#### MINUTES

October 31-November 1, 2013

Conference Room

400 S.W. 8<sup>th</sup> St., Suite D

Des Moines, Iowa

<b>Board Members</b>	<b>October 31, 2013</b>	<b>November 1, 2013</b>
Steven Bradley, D.D.S.,	Present	Present
Steven C. Fuller, D.D.S.	Present	Absent
Matthew J. McCullough, D.D.S.	Present	Present
Thomas M. Jeneary, D.D.S.	Present	Present
Kaaren G. Vargas, D.D.S.	Present	Absent
Mary C. Kelly, R.D.H.	Present	Present
Nancy A. Slach, R.D.H.	Present	Present
Diane Meier, Public Member	Present	Present
Lori Elmitt, Public Member	Present	Present

#### **Staff Members**

Melanie Johnson, Christel Braness, Phil McCollum, Brian Sedars, Dee Ann Argo, Janet Arjes

#### **Attorney General's Office**

Sara Scott, Assistant Attorney General

#### **Other Attendees**

Jeff Russell, Delta Dental of Iowa

Carol Van Aernam, R.D.H., Iowa Dental Hygienists' Association

Lynh Patterson, Delta Dental of Iowa

Melissa Tangen, Delta Dental of Iowa

Eileen Cacioppo, R.D.H.

Gayla Moore, R.D.H., I-SMILE

Susan Hyland, R.D.H., Iowa Dental Hygienists' Association

Sarah Peteren, R.D.H., I-SMILE

Miriam Burke, Iowa Dental Hygienists' Association

Mary Lamar, Iowa Association of Nurse Anesthetists

Carolyn Small, Iowa College Student Aid Commission

Tom Cope, Iowa Dental Hygienists' Association

## I. CALL TO ORDER FOR OCTOBER 31, 2013

Dr. Bradley called the open session meeting of the Iowa Dental Board to order at 10:30 a.m. on Thursday, October 31, 2013. A quorum was established with all members present.

Roll Call:

<u>Member</u>	<u>Bradley</u>	<u>Elmitt</u>	<u>Fuller</u>	<u>Jeneary</u>	<u>Kelly</u>	<u>McCullough</u>	<u>Meier</u>	<u>Slach</u>	<u>Vargas</u>
Present	x	x	x	x	x	x	x	x	x
Absent									

## II. 1<sup>st</sup> OPPORTUNITY FOR PUBLIC COMMENT

Dr. Bradley asked everyone to introduce themselves.

Dr. Bradley allowed the opportunity for public comment.

Mary Lamar, Iowa Association of Nurse Anesthetists. Ms. Lamar thanked the Board for proposing increased standards for sedation. The Iowa Association of Nurse Anesthetists recommended adding pulse oximetry and capnography for moderate sedation since nitrous oxide can be a variable in the level of sedation. Ms. Lamar would also ask that the dentists and auxiliary staff involved in the administration and monitoring of sedation and nitrous oxide be certified in ACLS in order to address any potential issues in the event a patient reaches a level of general anesthesia to assist in the opening of an airway and maintaining oxygen levels.

Ms. Small, Iowa College Student Aid Commission, stated that the Iowa College Student Aid Commission has a number of responsibilities under the law as it relates to degree-granting and non-degree-granting post-secondary schools. They have the responsibility for determining that schools in the state of Iowa are operating lawfully. There are requirements for obtaining authorization licensure; an organization can seek an exemption. They also administer, on behalf of the Attorney General's office, schools, which may not offer degrees, but offer or sell courses. In these cases, bonds need to be posted in the event that the school does not fulfill or provide the enrollment agreement or contract with the student.

Ms. Small reported that Dr. Moreno contacted the Iowa College Student Aid Commission regarding a proposed dental assistant school. Ms. Small indicated that the law has changed concerning exemptions. Dr. Moreno posted the bond and then requested an exemption. Prior to submitting the requests for review, Ms. Small reviewed the requirements to become registered as a dental assistant in Iowa. Since this program may not fully grant the requirements for registration, Ms. Small would ask the Board to provide the Iowa College Student Aid Commission direction regarding the program and whether an exemption should be granted.

Adam Freed, attorney for the Iowa Dental Association (IDA) wanted to address the previous draft of the proposed rule changes regarding sedation. The IDA was concerned about the portion of the proposals, which would remove a longstanding provision for provisional sedation permits prior to final approval by the Board. The removal of this provision would create potential delays for issuance of sedation permits. Mr. Freed met with Ms. Johnson and Ms. Scott to address the

concerns in this area. The updated proposed language would allow the executive director authority to grant permits following review and approval, in the same way other licenses, registrations and permits are granted, rather than delaying applications. Mr. Freed would recommend adoption of these provisions.

### **III. APPROVAL OF OPEN SESSION MINUTES**

- *August 1, 2013 Quarterly Meeting Minutes*
- ❖ MOVED by KELLY, SECONDED by ELMITT, to approve open session minutes as submitted. Motion APPROVED unanimously.
- *September 13, 2013 Telephonic Meeting Minutes*
- ❖ MOVED by KELLY, SECONDED by JENEARY, to approve open session minutes as submitted. Motion APPROVED unanimously.
- *September 20, 2013 Telephonic Meeting Minutes*
- ❖ MOVED by KELLY, SECONDED by ELMITT, to approve open session minutes as submitted. Motion APPROVED unanimously.
- *Bell Reinstatement Hearing Minutes*
- ❖ MOVED by KELLY, SECONDED by MCCULLOUGH, to approve open session minutes as submitted. Motion APPROVED unanimously.

### **IV. REPORTS**

#### EXECUTIVE DIRECTOR'S REPORT

Ms. Johnson stated that a copy of her report was provided in the Board folders.

Ms. Johnson reported that the AMANDA database has been a large focus of the Board. Ms. Johnson provided an overview of some of the statistics related to applications and renewals processed since the new database went live. Ms. Johnson thanked staff for working together to accomplish these tasks.

Ms. Johnson stated that the launch of the database was a success. Ms. Johnson would encourage any dentists, who have not already registered an account to consider doing so prior to renewal.

Ms. Johnson reported that the new database allows Board staff to more readily extract data as compared to the prior database. Ms. Johnson stated that the Board was provided some licensing/registration statistics. Ms. Johnson indicated that other data may be added to these statistic reports as we move forward. Ms. Johnson stated that she was open to suggestions regarding data collection.

Ms. Johnson reported that the Board has put together a list of approved provider programs for assessments and evaluations so that licensees can make use of this in the event licensees need to make use of these programs. The list is updated as changes are made.

### LEGAL REPORT

Ms. Scott reported that Court of Appeals upheld the Board's decision in the matter of Dr. Hagen in September 2013. There is no petition for review with the Supreme Court. The case may be concluded.

Dr. Buckley has requested that the Polk County District Court conduct a judicial review in his matter. This matter is still pending with arguments scheduled for December.

### ANESTHESIA CREDENTIALS COMMITTEE REPORT

Dr. Vargas reported that the Anesthesia Credentials Committee has met in the last quarter to review applications and make other considerations.

Dr. Vargas indicated that there have been several recommendations to address the matter of the removal of the provisional permits sections. The proposal to address this would be to grant the executive director authority to approve and issue permits following review and approval by the Anesthesia Credentials Committee. This recommendation were made after a meeting of the executive director with Ms. Scott and representatives of the IDA.

Ms. Johnson reported that Dr. Hogg submitted comments by email regarding the issue of provisional permits and the use of capnography in relation to moderate sedation permit.

- ❖ MOVED by VARGAS, SECONDED by MEIER to adopt this provision of the proposed rule changes regarding the executive director being allowed to approve and issue sedation permits as necessary. Motion APPROVED unanimously.

Dr. Vargas reported that the Anesthesia Credentials Committee has recommended approval of the inclusion of capnography for moderate sedation permit holders also since it is possible to transition into deep sedation/general anesthesia without necessarily knowing it right away. The Iowa Association of Oral and Maxillofacial Surgeons support this recommendation. There was no further discussion.

- *Recommendations RE: Moderate Sedation Permit Applications*
- *Recommendations RE: General Anesthesia Permit Applications*

❖ MOVED by KELLY, SECONDED by ELMITT, to approve the applications for permit as recommended by the Committee. Motion APPROVED unanimously.

- *Recommendation RE: Adopted and Filed – Final Amendments to Ch. 29, “Sedation and Nitrous Oxide Inhalation Analgesia” (NOIA ARC #1008C, 9/4/13 IAB)*

Dr. Vargas provided some clarification concerning nitrous oxide use.

- ❖ MOVED by KELLY, SECONDED by MCCULLOUGH, to recommend approval of the Committee's recommendation to the Board regarding the proposed rule amendments to Chapter 29 to include the use of capnography for moderate sedation and general anesthesia permit holders, and to include the proposed changing the process for issuing permits, in cases where sedation permit holders provide services to pediatric patients, PALS must be required.

Ms. Scott stated that the motion should be broken up since some of the proposed changes were outside of original scope of the Notice of Intended Action.

- ❖ MOVED by FULLER, SECONDED by KELLY, to allow the executive director to issue permits after Anesthesia Credentials Committee review and approval. Motion APPROVED unanimously.

Mr. McCollum asked if the provision for the moderate sedation permit holders should be addressed now or separately since the initial scope of the Notice of Intended Action did not include moderate sedation permit holders.

Dr. Vargas added that the rules should include a provision to include PALS for pediatric providers.

- ❖ MOVED by ELMITT, SECONDED by FULLER, to direct Board staff to draft proposed rulemaking to require capnography for moderate sedation permit holders, and to require PALS certification for any permit holders providing services to pediatric patients. Motion APPROVED unanimously.

- *Other Committee Recommendations, If Any*

There were no other recommendations from the committee.

#### CONTINUING EDUCATION ADVISORY COMMITTEE REPORT

- *Recommendations RE: Continuing Education Course Applications*
- *Recommendations RE: Continuing Education Sponsor Application(s)*

Ms. Elmitt provided an overview of the Committee's recommendations. Ms. Elmitt noted that the committee referred to Iowa Administrative Code 650—Chapter 25 when making recommendations concerning requests for continuing education credit.

- ❖ MOVED by ELMITT, SECONDED by KELLY, to approve the recommendations of the Committee as submitted. Motion APPROVED unanimously.
- *Other Committee Recommendations, If Any*

There were no other recommendations from the committee.

## BUDGET REVIEW COMMITTEE REPORT

- *Review of Quarterly IDB Financial Report*
- *Annual Fee Review*

Dr. Fuller reported that the Budget Review Committee met in September. Dr. Fuller reported that everything is in order for the current fiscal year. Having said that, Dr. Fuller reported that the Board may need to consider fee increases for the 2014 renewal. The proposal would be to increase the dental renewal fee by \$25 per year, for a total increase of \$50.

There was some brief discussion about the rulemaking process and timeline in regards to the proposed increases.

❖ MOVED by MCCULLOUGH, SECONDED by SLACH, to approve the Committee's recommendation to consider fee increases. Motion APPROVED unanimously.

- *Other Committee Recommendations, If Any*

There were no other recommendations from the committee.

## EXECUTIVE COMMITTEE REPORT

Dr. Bradley reported that the committee met earlier that morning. These items, which were discussed at this meeting are listed on the agenda for discussion later in this meeting.

## LICENSURE/REGISTRATION COMMITTEE REPORT

- *Actions Taken by Committee on Applications*

Dr. McCullough provided an overview of applications reviewed and actions taken by the Committee since the last quarterly Board meeting. Dr. McCullough noted that a copy of the list of actions taken by the Committee is included in the Board members' meeting folders.

❖ MOVED by MCCULLOUGH, SECONDED by FULLER, to approve the list as submitted. Motion APPROVED unanimously.

- *Pending Licensure/Registration Applications, If Any – Will be Discussed under Agenda Item VIII*
- *Other Committee Recommendations, If Any*

There were no other recommendations from the Committee.

## DENTAL HYGIENE COMMITTEE REPORT

- *Pending Dental Hygiene Applications, If Any – Will be Discussed Under Agenda Item VIII*
- *Report RE: Actions Taken at Dental Hygiene Committee Meeting*

Ms. Kelly reported the Dental Hygiene Committee met earlier that morning.

Ms. Kelly reported that the Dental Hygiene Committee has recommended approval of the proposed FAQs related to the practice of dental hygiene, and the proposed best practices guide. The Dental Hygiene Committee has recommended a small amendment to the guide as submitted by adding a date on the annual report for the date the data is shared with the supervising dentist.

❖ **MOVED** by KELLY, **SECONDED** by MCCULLOUGH, to approve the Committee's recommendation to the Board regarding the proposed best practices guide with the amendments as noted. Motion **APPROVED** unanimously.

- *Committee Recommendations, If Any*

There were no other recommendations from the Committee.

#### DENTAL ASSISTANT REGISTRATION COMMITTEE REPORT

There was no report.

#### EXAMINATIONS REPORT

- *CRDTS – Dental Steering Committee Report*

Dr. Bradley reported that he assisted with an examination in Minnesota recently. Dr. Bradley stated that the Steering Committee is scheduled to meet in two weeks.

- *CRDTS – Dental Hygiene Examination Review Committee Report*

Ms. Kelly reported that they met in August and approved a few changes to the examination related to patient history and scoring distribution.

- *CRDTS – Dental Examinations Review Committee Report*

Dr. Vargas does not have a report. The committee is scheduled to meet in January 2014.

#### QUARTERLY IPRC REPORT

Mr. Sedars provided an overview of the current IPRC data.

### **V. ADMINISTRATIVE RULES/PETITION FOR RULE WAIVER**

- *Adopted and Filed – Final Amendments to Ch. 29, “Sedation and Nitrous Oxide Inhalation Analgesia” (NOIA ARC #1008C, 9/4/13 IAB)*

Ms. Johnson reported that this was addressed previously during the Anesthesia Credentials Committee report. No further action is required.

## **VI. LEGISLATIVE UPDATE**

- *2014 Schedule*

Ms. Johnson reported that this information was provided in the event the Board should pursue legislative changes for this year.

Dr. Bradley indicated that the Executive Committee has discussed whether to pursue changes to the law concerning volunteer licensees. Dr. Bradley asked Mr. Freed to address this.

The Iowa Mission of Mercy (IMOM) has made interested parties aware of the interest in some retired licensees to practice and participate in volunteer situations. After a legal review by Ms. Scott, there does not appear to be any provision under current Iowa law, which would allow this without statutory change.

Mr. McCollum inquired as to whether the scope of practice would be limited for this potential category of licensees.

Mr. Freed responded by indicating that he has drafted language, which was very recently forwarded for consideration.

If the Board would like to sponsor the legislation, the filing deadline is December 2013. The IDA is willing to help with this; however, Adam thinks it may be best if this is sponsored by the Board.

Ms. Cacioppo inquired about the potential scope of practice allowed for these categories. Ms. Johnson and Dr. Bradley reported that this is a very rough draft and a proposal has not been clearly defined or approved. Dr. Bradley indicated that the idea is to limit the scope of practice for these individuals. Mr. Freed clarified that the final language of the legislation could determine the final scope of practice for these individuals.

Ms. Johnson reports that current law regarding advertising is rather limited. The Board may want to consider proposing updates to this given new methods for advertising. The Board decided to table this matter for now.

- *IDB Legislative Agenda*

There were no items for discussion.

## **VII. OTHER BUSINESS**

### IOWA PRACTITIONER REVIEW COMMITTEE VACANT POSITION

Dr. Bradley reported that Kathy Stone is leaving the Iowa Practitioner Review Committee. Ms. Stone has recommended that Dee Ann Decker be appointed to the committee. Sheila Rogers also submitted a professional CV and has expressed interest in serving on the committee.

Dr. Bradley asked if there were some limits on appointments to the committee. Ms. Johnson clarified that the Board only specifies a minimum number of committee members. Therefore, both candidates could be appointed to serve on the committee.

- ❖ MOVED by BRADLEY, SECONDED by FULLER to appoint Ms. Decker and Ms. Rogers to the Iowa Practitioner Review Committee. Motion APPROVED unanimously.

### ANESTHESIA CREDENTIALS COMMITTEE VACANT POSITION

Ms. Johnson reported that there was a vacancy on the Anesthesia Credentials Committee as Dr. Curry as stepped down from the Committee. Mr. McCollum reported that Dr. John Frank expressed willingness to serve on the committee.

- ❖ MOVED by JENEARY, SECONDED by VARGAS, to appoint Dr. Frank to the Anesthesia Credentials Committee following receipt of Dr. Frank's professional CV. Motion APPROVED unanimously.

### AD-HOC EXAMINATION COMMITTEE VACANT POSITION

Dr. Bradley reported that the committee has not met recently. Dr. Bradley indicated that committee should remain intact to address any future concerns related to examination for licensure.

- Dr. Bradley took some agenda items out of order to accommodate the schedules of licensees who were asked to participate in these items.

### PUBLIC HEALTH SUPERVISION "BEST PRACTICES" GUIDE

This was discussed during Dental Hygiene Committee report.

### INFECTION CONTROL CHECKLIST

Dr. Bradley reported that this will be discussed in closed session.

### REQUEST FROM COLLEGE STUDENT AID COMMISSION: REVIEW OF MUSCATINE ASSIST TO SUCCEED SCHOOL (DENTAL ASSISTING)

Dr. Moreno was called to participate in this portion of the meeting.

Dr. Bradley allowed Dr. Moreno the opportunity to speak concerning this matter. Dr. Moreno thanked the Board for the opportunity to speak. Dr. Moreno expressed her excitement about this

program. Dr. Moreno stated that it is hard to find good, qualified dental assistants in her area. Most education programs are not cost-effective, or they are simply trained from “scratch”.

Dr. Moreno indicated that this program would provide teaching and hands-on experience with manikins and skeletons for use in providing training in dental radiography and other procedures. Dr. Moreno feels that this would provide better experience and exposure to dental assisting. Dr. Moreno indicated that the program would cost around \$3400.

Ms. Small, Iowa College Student Aid Commission, reported that upon receiving the request from Dr. Moreno, she researched the requirements to practice as a dental assistant in Iowa. Ms. Small is seeking input and feedback from the Board about how this program would fit into current regulations.

Dr. Vargas inquired about the length of the program. Dr. Moreno indicated that the program would be held on Saturdays over the course of approximately 10 weeks. In addition to the hands-on training, there will be required reading and testing to establish competency and knowledge. Examinations must be passed with an 85% score.

Dr. Moreno indicated that it will be made clear to participants that this program does not meet the requirements for registration as a dental assistant with the Iowa Dental Board.

Ms. Elmitt asked about the minimum of requirements for acceptance into the program. Dr. Moreno indicated that participants need to have a high school diploma.

Ms. Kelly inquired about the information in Dr. Moreno’s materials indicating a requirement of 6-months experience as a dental assistant. Dr. Moreno responded by indicating that trainee status would still be required for the purposes of registration as a dental assistant in Iowa. This program would provide some initial exposure to dental assisting. Dr. Moreno stated that it is made very clear that this program would not be a substitution of current requirements.

Ms. Kelly clarified that this course has not been submitted to the Board for approval. Ms. Johnson indicated that this being brought forward for input from the Board.

Ms. Arjes reported that there have been other similar programs offered in the past. Ms. Arjes recommended referral to the Dental Assistant Registration Committee for review and recommendation to the full Board.

Dr. Bradley agreed that this may need to be considered by the committee. Ms. Kelly indicated that this would require Board approval. Dr. Moreno stated that she would work with the Board to get approval of the course.

Ms. Scott also agreed that the course would need to be approved by the Board; however, as far as the discussion today, the Board ought to provide clarification to the Iowa College Student Aid Commission regarding its request for clarification.

Dr. Bradley asked for clarification concerning the Iowa College Student Aid Commission's request. Ms. Small clarified that college aid is not provided to these students; rather, the course was submitted for approval as an educational institution. Ms. Small indicated that she can hold the application until the Board can make a determination regarding the course.

Dr. Vargas asked if this is a stand-alone program. Dr. Moreno reiterated that this course is meant to provide exposure to the field of dental assisting to those interested in the field.

Dr. Vargas asked Dr. Moreno about the Assist to Succeed program. Dr. Vargas inquired as to whether the program Dr. Moreno is offering is the same as Assist to Succeed. Dr. Moreno reported that she purchased the material from this program.

Dr. Bradley stated that this information and any other information should be provided to the Dental Assistant Registration Committee for further review.

Dr. Moreno asked about a timeline. Staff indicated that the timeline could vary, but the process will be started upon receipt of the information.

#### REVIEW OF REVISED FAQS FOR WEBSITE

Ms. Johnson reported that the Dental Hygiene Committee has made their recommendation regarding the dental hygiene-related questions.

❖ MOVED by KELLY, SECONDED by MCCULLOUGH, to approve the proposed FAQs as submitted. Motion APPROVED unanimously.

#### BOARD STRATEGIC PLANNING PROCESS

Ms. Johnson reported that this agenda item came up in discussion with a Board member. Ms. Johnson was not sure if the Dental Board has done this in the past. Some health boards have looked into a strategic planning process.

Dr. Vargas indicated that this has come up with her experience with the American Board of Pediatric Dentistry. Dr. Vargas thinks that this may be relevant for the Board to look into as items related to the Board as they change and evolve.

Dr. Vargas wanted to suggest that this be considered by the Board. Some organizations look at doing this every five years or so to keep up with changes. Dr. Vargas stated that she could look into potential consultants. This would have a budgetary impact since there are costs and fees that would be paid to the consultants.

Ms. Johnson indicated that there are contacts with the Department of Administrative Services (DAS) to look into this matter. Ms. Kelly expressed some interest in looking into this further.

❖ MOVED by VARGAS, SECONDED by KELLY, to recommend that Board staff research this.

Ms. Lamar stated that her experience with this was a good one, and something that the Board may want to consider.

❖ Vote was taken. Motion APPROVED unanimously.

#### TASK FORCE RE: ORAL HEALTH CARE DELIVERY IN NURSING HOMES

Dr. Kanellis was called to participate in this portion of the discussion.

Dr. Bradley thanked Dr. Kanellis for participating in this portion of the meeting.

Ms. Johnson reported that Dr. Kanellis wanted to participate in this discussion.

Dr. Bradley asked Ms. Kelly to comment on this issue. Ms. Kelly recommended that a task force be put together to address access to dental public health for the geriatric population. Ms. Kelly recommends that the committee be composed of the following: Michael Kanellis, D.D.S. (chair); Mary Mariani, D.D.S. (IDA); Steven Bradley, D.D.S. (Board member); Mary Kelly, R.D.H. (Board member); Eileen Cacioppo, R.D.H. (IDHA); Howard Cohen, D.D.S. (University of Iowa College of Dentistry); Leonardo Marchini, D.D.S. (University of Iowa College of Dentistry); Lori Elmitt (Board Member); Jane Slach, R.D.A. (IDAA), along with representatives from Delta Dental of Iowa, the Iowa Medicaid Enterprise and the IPDH. Other practitioners may be asked to participate as additional expertise is needed. Dr. Kanellis was asked to chair this committee.

Ms. Kelly reported that Dr. Cohen and Dr. Marchini deal with geriatric patients and issues at the University of Iowa College of Dentistry.

Dr. Kanellis indicated that the committee can seek additional input as it is deemed appropriate. The intent would be to open the meetings to everyone who is interested in participating.

Ms. Kelly addressed the timeline. The idea would be to meet monthly in Iowa City. Dr. Kanellis recommended quarterly updates to the Board, with a potential timeline of six months. Meetings would begin in January 2014.

❖ MOVED by KELLY, SECONDED by VARGAS, to form the task force as proposed.

Ms. Hyland proposed updating the language to cover a broader group that does not exclude potential groups of interest. Ms. Hyland recommended using the term “frail adult.” Dr. Kanellis agreed that the committee may want to look further into deciding upon the most appropriate term.

Dr. Jeneary asked about Delta Dental’s involvement. Dr. Kanellis reported that Iowa Medicaid Enterprise is the largest provider of insurance to these groups, and Delta Dental is second largest insurance provider. Geriatric oral health has been made a research priority at Delta Dental for the next year.

Mr. Russell with Delta Dental of Iowa reported that the Delta Dental of Iowa Foundation has made it a priority to provide access to care to all seniors. This concern is not limited to the business side.

- ❖ Vote was taken. Motion APPROVED unanimously.

#### IMPLEMENTING AD-HOC EXPANDED FUNCTIONS COMMITTEE'S RECOMMENDATIONS

- ❖ MOVED by KELLY, SECONDED by SLACH, to direct staff to draft rules to add the expanded functions as recommended in the final report of the ad-hoc expanded function's committee, and to include draft rules, which would allow dental hygienists to perform the current expanded functions that are not currently allowed in the current scope of practice. Motion APPROVED unanimously.

#### REVIEW OF APPROVAL PROCEDURES FOR EXPANDED FUNCTIONS COURSES

Ms. Kelly wanted to address the concerns related to the review of current and proposed procedures regarding expanded functions course approval, particularly as it relates to the newly proposed expanded functions. Ms. Kelly would ask that a committee be established to review procedures for review and approval of training.

Ms. Kelly would like to appoint the members of the Dental Assistant Registration Committee, with the addition of Elaine Peterson, R.D.A., Nancy Slach, R.D.H. and Jane Slach, R.D.A. The additions of the other committee members would include educators and dental hygienists in the committee.

- ❖ MOVED by KELLY, SECONDED by MEIER, to create the committee as discussed.

Ms. Jane Slach asked if this committee would be reviewing new curriculum for the currently existing expanded functions training programs, or if this would be focusing on new expanded functions programs. Ms. Kelly indicated that the Board want to review current procedures, and to make a determination as to how to proceed.

Dr. Fuller asked Dr. Steven Thies if he would like to serve on the committee also. Dr. Thies indicated that he would be willing to serve. Dr. Bradley recommended that members of the IDA. Ms. Kelly indicated that the IDHA may not be represented. Dr. Bradley recommended that members from all interested parties be invited to participate.

- ❖ Ms. Kelly allowed the amendment to the motion regarding the committee composition. Vote was taken. Motion APPROVED unanimously.

#### PERFORMANCE REVIEW FOLLOW-UP

This item was discussed in closed session at the request of the executive director.

### **VIII. APPLICATIONS FOR LICENSURE/REGISTRATION & OTHER REQUESTS**

- *Ratification of Actions Taken by Executive Director on Applications Since Last Meeting*

Ms. Johnson reported that the Board was provided an updated list of actions taken in response to applications for license, registration, qualification, and permit.

❖ MOVED by FULLER, SECONDED by MEIER, to approve the list as submitted. Motion APPROVED unanimously.

- *Pending Licensure/Registration Applications*

- *Dana Hanson, R.D.H.*

This will be discussed in closed session.

**IX. 2<sup>nd</sup> OPPORTUNITY FOR PUBLIC COMMENT**

Dr. Bradley offered the opportunity for public comment.

Ms. Small stated that she had recently become aware that this Board approves continuing education providers. Ms. Small asked for information about these sponsors and what is required. Ms. Small indicated that some other state agencies are having their continuing education providers register with the Iowa College Student Aid Commission in order to ensure compliance with Iowa law. These organizations are bonded to ensure compliance with training offered. If they offer a minimum of four months of instruction and are for profit, that they offer, at a minimum a refund if they do not provide the training as agreed to with the registrants. Ms. Small provided some overviews on some of the bonded programs and regulations associated with these programs. For example, she is working with the Department of Transportation regarding their licensed driving school owners are bonded pursuant to Iowa law. Ms. Small inquired as to whether this Board would want to consider and discuss putting into rules that continuing education providers work with the Iowa College Student Aid Commission to ensure compliance with the law.

Ms. Johnson indicated that the Continuing Education Advisory Committee may want to address this. Mr. McCollum indicated that these courses are not 4months in length. Ms. Small indicated that the Iowa law may still require these organizations to become bonded. Ms. Scott may need to look into this and determine if this is necessary.

**XI. CLOSED SESSION**

❖ MOVED by KELLY, SECONDED by JENEARY for the Board to go into closed session at 12:02 p.m. on Thursday, October 31, 2013, pursuant to Iowa Code Sections 21.5(1)(a) to discuss and review complaints and investigative reports which are required by state law to be kept confidential; 21.5(1)(d) to discuss whether to initiate disciplinary investigations or proceedings; and 21.5(1)(i) to evaluate performance of an individual.

<u>Member</u>	<u>Bradley</u>	<u>Elmitt</u>	<u>Fuller</u>	<u>Jeneary</u>	<u>Kelly</u>	<u>McCullough</u>	<u>Meier</u>	<u>Slach</u>	<u>Vargas</u>
Aye	x	x	x	x	x	x	x	x	x
Nay									
Absent									

Motion APPROVED by ROLL CALL.

- The Board went into closed session at 12:02 p.m.
- The Board took a brief recess at 12:02 p.m.
- The Board reconvened in closed session at approximately 12:30 p.m.

## **XVI. OPEN SESSION**

- ❖ MOVED by KELLY, SECONDED by MCCULLOUGH, to return to open session. Motion APPROVED unanimously.
  - The Board reconvened in open session at 2:07 p.m.

### *1. Closed Session Minutes*

- ❖ MOVED by FULLER, SECONDED by ELMITT, to approve the closed session minutes for April 1-2, 2013 quarterly meeting, and September 13, 2013 telephonic meeting. Motion APPROVED unanimously.

### *2. Combined Statement of Charges, Settlement Agreement and Final Order*

- ❖ MOVED by FULLER, SECONDED by KELLY, to approve the proposed Combined Statement of Charges, Settlement Agreement and Final Order in the Matter of Chris R. Haganman, D.D.S., file number 13-0010. Motion APPROVED unanimously.
- ❖ MOVED by FULLER, SECONDED by KELLY, to approve the proposed Consent Order in the Matter of Dennis J. Schuller, file number 09-151. Motion APPROVED unanimously.
- ❖ MOVED by FULLER, SECONDED by KELLY, to approve the proposed Combined Statement of Charges, Settlement Agreement and Final Order in the Matter of Robert L. Byrum, D.D.S., file number 13-033. Motion APPROVED unanimously.
- ❖ MOVED by KELLY, SECONDED by JENEARY, to approve the proposed Combined Statement of Charges, Settlement Agreement and Final Order in the Matter of Trela D. Knueven, D.H., file number 12-020. Motion APPROVED unanimously.

### *3. NOH/SOC*

- ❖ MOVED by FULLER, SECONDED by KELLY, to approve the proposed Combined Statement of Charges, Settlement Agreement and Final Order in the Matter of Rebecca L. Westra, D.D.S., file numbers 12-144 and 12-145. Motion APPROVED unanimously.

### *4. Request to Modify or Terminate Existing Orders*

- ❖ MOVED by FULLER, SECONDED by KELLY, to deny the request for termination of Board Order in the Matter of John R. Strief, D.D.S., file number 10-033. Motion APPROVED unanimously.

5. *Final Action on Cases*

- ❖ MOVED by MEIER, SECONDED by JENEARY, to close file number 09-196. Motion APPROVED unanimously. Mary Kelly, recused.
- ❖ MOVED by MEIER, SECONDED by JENEARY, to close file number 10-018. Motion APPROVED unanimously.
- ❖ MOVED by MEIER, SECONDED by JENEARY, to close file number 10-044. Motion APPROVED unanimously.
- ❖ MOVED by MEIER, SECONDED by JENEARY, to close file number 10-066. Motion APPROVED unanimously.
- ❖ MOVED by MEIER, SECONDED by JENEARY, to close file number 10-075. Motion APPROVED unanimously. Dr. Matthew McCullough, recused.
- ❖ MOVED by MEIER, SECONDED by JENEARY, to close file number 13-0019. Motion APPROVED unanimously.
- ❖ MOVED by MEIER, SECONDED by JENEARY, to keep open file number 13-036. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to close file number 13-041. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to close file number 13-064. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to close file number 13-065. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to close file number 13-066. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to close file number 13-0002. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to close file number 13-0008. Motion APPROVED unanimously.

- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to close file number 13-0009. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to close file number 13-0012. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to close file number 13-0016. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to close file number 13-0021. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to close file number 13-0024. Motion APPROVED unanimously. Nancy Slach, recused.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to close file number 13-0033. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to close file number 13-0034. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to close file number 13-0035. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to close file number 13-0041. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to close file number 13-0043. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to close file number 13-0046. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to close file number 13-0051. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to keep open file number 13-0059. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to close file number 13-0057. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to keep open file number 13-0049. Motion APPROVED unanimously.

- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to close file number 13-051. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to close file number 13-045. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to keep open file numbers 13-0056 and 13-0064. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to keep open file number 13-0050. Motion APPROVED unanimously.
- ❖ MOVED by MCCULLOUGH, SECONDED by ELMITT, to keep open file numbers 13-0040, 13-0042, 13-0044 and 13-0047. Motion APPROVED unanimously.

*6. Other Closed Session Items*

- ❖ MOVED by SLACH, SECONDED by VARGAS, to close file number 13-055. Motion APPROVED unanimously.
- ❖ MOVED by SLACH, SECONDED by VARGAS, to close file number 13-0006. Motion APPROVED unanimously.
- ❖ MOVED by SLACH, SECONDED by VARGAS, to close file number 12-097. Motion APPROVED unanimously.
- ❖ MOVED by SLACH, SECONDED by VARGAS, to close file number 12-147. Motion APPROVED unanimously.
- ❖ MOVED by SLACH, SECONDED by VARGAS, to close file number 12-013. Motion APPROVED unanimously. Dr. Tom Jeneary, recused.
- ❖ MOVED by SLACH, SECONDED by VARGAS, to close file number 12-110. Motion APPROVED unanimously. Dr. Tom Jeneary, recused.
- ❖ MOVED by SLACH, SECONDED by VARGAS, to close file number 13-0023. Motion APPROVED unanimously. Dr. Tom Jeneary, recused.
- ❖ MOVED by SLACH, SECONDED by VARGAS, to close file number 13-003. Motion APPROVED unanimously.
- ❖ MOVED by FULLER, SECONDED by KELLY, to keep open file number 10-115. Motion APPROVED unanimously.
- ❖ MOVED by FULLER, SECONDED by KELLY, to keep open file numbers 10-059, 10-101, 11-031, 11-127, 11-142, 12-068. Motion APPROVED unanimously.

## 7. *Licensure/Registration Issues*

- ❖ MOVED by KELLY, SECONDED by JENEARY, to approve the issuance of a dental hygiene license to Dana N. Hanson, D.H., file number 13-0062. Motion APPROVED unanimously.
- ❖ MOVED by MEIER, SECONDED by JENEARY, to approve the issuance of a dental assistant registration to Nicholas M. Vargas, D.A., file number 13-0061. Motion APPROVED unanimously.
- ❖ MOVED by MEIER, SECONDED by JENEARY, to keep open file number 13-0060. Motion APPROVED unanimously.
- ❖ MOVED by MEIER, SECONDED by JENEARY, to approve the issuance of a dental license to Philip R. Travis, D.D.S., file number 13-0067. Motion APPROVED unanimously.
- ❖ MOVED by MEIER, SECONDED by JENEARY, to approve the issuance of a dental assistant registration to Chelsie A. Wilson, D.A., file number 13-0074. Motion APPROVED unanimously.

## **CLOSED SESSION**

- The Board convened in closed executive session at 2:40 p.m.

## **OPEN SESSION**

- ❖ MOVED by JENEARY, SECONDED by MEIER, to return to open session. Motion APPROVED unanimously.
- The Board reconvened in open session at 11:35 a.m. on November 1, 2013.

## ACTION ON CLOSED SESSION ITEMS

- *Closed Session Minutes*
- ❖ MOVED by ELMITT, SECONDED by MCCULLOUGH, to approve the closed session minutes for August 1, 2013 quarterly meeting. Motion APPROVED unanimously.
- *Closed Executive Session*
- ❖ MOVED by JENEARY, SECONDED by KELLY, to approve the motion from closed executive session. Motion APPROVED unanimously.

## ACTION ON PREVIOUSLY DISCUSSED OPEN SESSION ITEMS

- *Adopted and Filed – Final Amendments to Ch. 29, “Sedation and Nitrous Oxide Inhalation Analgesia” (NOIA ARC #1008C, 9/4/13 IAB)*

Ms. Johnson reported that after further discussion, the Board has indicated a preference to file and adopt these rules by emergency to make the rules effective sooner.

- ❖ MOVED by KELLY, SECONDED by JENEARY, to file and adopt the proposed rule changes to Iowa Administrative Code 650—Chapter 29 on an emergency basis. Motion APPROVED unanimously.

#### IMPLEMENTING AD-HOC EXPANDED FUNCTIONS COMMITTEE’S RECOMMENDATIONS

- ❖ MOVED by KELLY, SECONDED by MEIER, to appoint Ms. Slach as chair of the committee, and add Dr. Curry to the committee pending his acceptance of the appointment to the committee. Motion APPROVED unanimously.

#### BUDGET REVIEW COMMITTEE REPORT

- *Other Committee Recommendations, If Any*
- ❖ MOVED by MCCULOUGH, SECONDED by JENEARY, to have staff draft rules for a fee increase for dental renewals to the next meeting. Motion APPROVED unanimously.

#### **LEGISLATIVE UPDATE**

- *2014 Legislative Proposals*
- ❖ MOVED by KELLY, SECONDED by MEIER, to draft and propose legislative changes to the executive director position. Motion APPROVED unanimously.

#### **XVII. ADJOURN**

- ❖ MOVED by KELLY, SECONDED by JENEARY, to adjourn the meeting. Motion APPROVED unanimously.

The meeting was adjourned at 11:40.m. on November 1, 2013.

#### **NEXT MEETING OF THE BOARD**

The next meeting of the Board is scheduled for January 30-31, 2014, in Des Moines, Iowa.

These minutes are respectfully submitted by Christel Braness, Program Planner 2, Iowa Dental Board.



# STATE OF IOWA

## IOWA DENTAL BOARD

TERRY E. BRANSTAD, GOVERNOR  
KIM REYNOLDS, LT. GOVERNOR

PHIL MCCOLLUM  
INTERIM DIRECTOR

### IOWA DENTAL BOARD

#### TELECONFERENCE

#### OPEN SESSION

December 20, 2013

Conference Room

400 S.W. 8<sup>th</sup> St., Suite D

Des Moines, Iowa

#### Board Members

December 20, 2013

Steven Bradley, D.D.S.,	Present
Steven C. Fuller, D.D.S.	Present
Matthew J. McCullough, D.D.S.	Absent
Thomas M. Jeneary, D.D.S.	Absent
Kaaren G. Vargas, D.D.S.	Present
Mary C. Kelly, R.D.H.	Present
Nancy A. Slach, R.D.H.	Absent
Diane Meier, Public Member	Present
Lori Elmitt, Public Member	Absent

#### Staff Members

Phil McCollum, Christel Braness, Dee Ann Argo, Teleza Daniels

#### Attorney General's Office

Sara Scott, Assistant Attorney General

#### I. CALL TO ORDER FOR DECEMBER 20, 2013

Chairman Bradley called the open session meeting of the Iowa Dental Board to order at 12:36 p.m. on Thursday, December 20, 2013. A quorum was established with 5 members present.

Roll Call:

<u>Member</u>	<u>Bradley</u>	<u>Elmitt</u>	<u>Fuller</u>	<u>Jeneary</u>	<u>Kelly</u>	<u>McCullough</u>	<u>Meier</u>	<u>Slach</u>	<u>Vargas</u>
Present	x		x		x		x		x
Absent		x		x		x		x	

#### II. OPPORTUNITY FOR PUBLIC COMMENT

#### III. CLOSED SESSION

- ❖ MOVED by KELLY, SECONDED by VARGAS, to go into closed session pursuant to Iowa Code Section 21.5(1)(a)(b)(f) to discuss and review complaints and investigative reports which are required by state law to be kept confidential.

<u>Member</u>	<u>Bradley</u>	<u>Elmitt</u>	<u>Fuller</u>	<u>Jeneary</u>	<u>Kelly</u>	<u>McCullough</u>	<u>Meier</u>	<u>Slach</u>	<u>Vargas</u>
Yes	x		x		x		x		x
No									
Absent		x		x		x		x	

Motion APPROVED by ROLL CALL.

- The Board convened in closed session at 12:36 p.m.

#### **IV. RETURN TO OPEN SESSION**

- ❖ MOVED by FULLER, SECONDED by MEIER, to go back into open session. Motion APPROVED unanimously.

- The Board reconvened in open session at 12:43 pm.

#### **V. ACTION ON CLOSED SESSION ITEMS**

- *In the Matter of Joy Dais, R.D.A. (#13-0060) Consideration of Signed Stipulated Reinstatement Agreement*

- ❖ MOVED by FULLER, SECONDED by KELLY, to APPROVE the order as drafted. Motion APPROVED unanimously.

- *In the Matter of Masih Safabakhsh, D.D.S. (#10-059) – Consideration of Course for Remediation*

- ❖ MOVED by FULLER, SECONDED by KELLY, to APPROVE the remediation course as submitted. Motion APPROVED unanimously.

#### **VI. ADJOURNMENT**

- ❖ MOVED by FULLER, SECONDED by KELLY, to ADJOURN the meeting of the Board. Motion APPROVED unanimously.

- The Board adjourned its meeting at 12:46 p.m.

These minutes are respectfully submitted by Christel Branness, Program Planner 2, Iowa Dental Board.

Report ID: FMR331C  
 Source: I/3 Finance  
 Budget FY: 2014  
 Fiscal Month: 7 (JANUARY)  
 Department: 588

STATE OF IOWA  
 FINANCIAL STATUS REPORT

Page: 127 of 377  
 Run Date: 01/16/2014  
 Run Time: 11:27:57 AM

Fund: 0001 General Fund  
 Unit: 2062 BDE Retained Fees

Obj/Rev Class	Obj/Rev Class Name	Prior Months (A)	Current Month (B)	Total Year To Date (C=A+B)	Annual Budget (D)	Percent of Budget (E=C/D)
<b>Revenue Collected</b>						
234	Gov Transfer In Other Agencies	0.00	0.00	0.00	39,676.00	0.00
401	Fees, Licenses & Permits	1,148,087.21	5,345.30	1,153,432.51	1,178,496.00	97.87
<b>Total Revenue Collected:</b>		<b>1,148,087.21</b>	<b>5,345.30</b>	<b>1,153,432.51</b>	<b>1,218,172.00</b>	<b>94.69</b>

**Expenditures**

101	Personal Services	302,774.92	32,904.30	335,679.22	663,730.00	50.57
202	In State Travel	2,113.24	0.00	2,113.24	9,500.00	22.24
203	State Vehicle Operation	1,399.20	195.26	1,594.46	3,000.00	53.15
204	State Vehicle Depreciation	216.00	0.00	216.00	4,320.00	5.00
205	Out Of State Travel	0.00	0.00	0.00	6,000.00	0.00
301	Office Supplies	5,787.18	373.08	6,160.26	9,500.00	64.84
309	Printing & Binding	5,268.30	177.53	5,445.83	10,000.00	54.46
313	Postage	10,287.00	278.81	10,565.81	17,000.00	62.15
401	Communications	3,538.10	818.07	4,356.17	12,250.00	35.56
402	Rentals	29,727.43	0.00	29,727.43	50,200.00	59.22
405	Prof & Scientific Services	0.00	0.00	0.00	4,000.00	0.00
406	Outside Services	10,158.67	100.25	10,258.92	16,500.00	62.18
407	Intra-State Transfers	438.49	0.00	438.49	2,600.00	16.87
409	Outside Repairs/Service	0.00	0.00	0.00	1,000.00	0.00

Report ID: FMR331C  
 Source: I/3 Finance  
 Budget FY: 2014  
 Fiscal Month: 7 (JANUARY)  
 Department: 588

STATE OF IOWA  
 FINANCIAL STATUS REPORT

Page: 128 of 377  
 Run Date: 01/16/2014  
 Run Time: 11:27:57 AM

Fund: 0001 General Fund  
 Unit: 2062 BDE Retained Fees

Obj/Rev Class	Obj/Rev Class Name	Prior Months (A)	Current Month (B)	Total Year To Date (C=A+B)	Annual Budget (D)	Percent of Budget (E=C/D)
414	Reimbursements To Other Agency	9,574.19	798.35	10,372.54	21,000.00	49.39
416	ITD Reimbursements	13,844.35	3,108.51	16,952.86	23,310.00	72.73
418	IT Outside Services	541.56	0.00	541.56	3,000.00	18.05
432	Gov Transfer Attorney General	10,422.91	0.00	10,422.91	27,000.00	38.60
433	Gov Transfer Auditor of State	772.03	0.00	772.03	2,000.00	38.60
434	Gov Transfer Other Agencies	1,024.25	0.00	1,024.25	3,100.00	33.04
501	Equipment	0.00	0.00	0.00	600.00	0.00
502	Office Equipment	0.00	0.00	0.00	4,500.00	0.00
503	Equipment-Non Inventory	0.00	0.00	0.00	50.00	0.00
510	IT Equipment & Software	63,173.19	5,052.72	68,225.91	135,000.00	50.54
601	Claims	0.00	0.00	0.00	71,000.00	0.00
602	Other Expenses & Obligations	12,499.26	118.09	12,617.35	118,012.00	10.69
<b>Total Expenditures:</b>		<b>483,560.27</b>	<b>43,924.97</b>	<b>527,485.24</b>	<b>1,218,172.00</b>	<b>43.30</b>
<b>Total Obligations (Exp+Enc):</b>		<b>483,560.27</b>	<b>43,924.97</b>	<b>527,485.24</b>	<b>1,218,172.00</b>	<b>43.30</b>
<b>Total Commitments (Exp+Enc+Pre):</b>		<b>483,560.27</b>	<b>43,924.97</b>	<b>527,485.24</b>		
<b>Remaining Authority (Rev-Obl):</b>		<b>664,526.94</b>	<b>(38,579.67)</b>	<b>625,947.27</b>	<b>0.00</b>	<b>0.00</b>



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LINKS

MEMBERS ONLY

ABOUT AADB

- **AADB 130th Annual Meeting**  
**Oct. 30-31, 2013**  
 Hyatt Regency  
 New Orleans, LA

[Meeting Material](#)

[Presentations](#)



- **AADB Mid-Year Meeting**  
**April 6-April 7, 2014**  
 211 E. Chicago Avenue  
 Chicago, IL 60611

[Information to come!](#)



**Past Meetings**

- **AADB Mid-Year Meeting**  
**April 22-April 23, 2012**  
 211 E. Chicago Avenue  
 Chicago, IL 60611

[Presentations](#)



- **AADB Annual Meeting**  
**October 17-18, 2012**  
 Hyatt Regency,  
 San Francisco, CA

[Presentations](#)



- **AADB Mid-Year Meeting**  
**April 21-April 22, 2013**  
 211 E. Chicago Avenue  
 Chicago, IL 60611

[Presentations](#)



AADB meetings provide an excellent forum for keeping up-to-date with state board concerns. Traditionally, the programs have been carefully designed to allow many opportunities for interaction among all participants including dentists, dental hygienists, educators, board attorneys and dental specialty associations. There are often panels as well as small discussion groups where ideas and information can be freely exchanged. Participants will be able to take away valuable information on how current issues affect all aspects of the dental and dental hygiene profession. We hope you will join us.

# American Association of Dental Administrators

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## AADA – Meeting Information

- **[Agenda for 04/06/2014 Chicago, IL Mid-Year Conference \(TBD\)](#)**
- **Registration Form for 10/05-06/2014 San Antonio, TX Conference (TBD)**
- **[Dues Statement for 2013-2014](#)**
- **ADA Housing and Registration Web Site for San Antonio, TX Conference (TBD)**
- **Link to AADA Hotel for 10/05-06/2014 San Antonio, TX Conference (TBD)**

## Introduction

**American Association of Dental Administrators (AADA)** was organized on April 17, 1985 in Kansas City, Missouri. The Association is a non-profit organization whose goals are:

- To share and distribute information, procedures, policies and techniques necessary to effectively and efficiently administer dental licensing, testing and/or disciplinary boards in the United States, Puerto Rico and the Virgin Islands.
- To develop committees for studying, reviewing, evaluating, and addressing uniform avenues in administration of board operations.

## Membership

Membership is available to all administrators (or those who direct a segment of administrative operations) of any agency created for testing, licensure and/or discipline of dentists in accordance with laws, statutes or rules and regulations of the District of Columbia, or any state of the United States of America, or any territory of insular

possession of the United States of America.

Browse our Web site for more information about American Association of Dental Administrators. If you have any questions or would like to speak with an American Association of Dental Administrators representative regarding our MEMBERSHIP / SERVICES, please e-mail us at [dental@dentalboard.ms.gov](mailto:dental@dentalboard.ms.gov) or call us at 601-944-9622.

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