

Public Board Meeting Minutes

Friday, January 12, 2024

8:30 am

335 Randolph Avenue, Room 104

St. Paul, MN 55102

and

Open WebEx/Teleconference Meeting

Call to Order

President Ismail called the meeting to order at 8:35 am.

Board Members Present

P. Angela Rake, DDS, President
Heidi Donnelly, LDA, Vice President
Ruth Dahl, Secretary
Peter Cannon, DDS
Trina Courtright, DH, ADT
Linda Gustafson
Hassan Ismail, DDS
Ashley Johnson, DMD
Rick Nolting, DDS, MS

Board Staff Present

Bridgett Anderson, Executive Director
Brian Cochran, Assistant Director Licensing and
Credentialing
Kathy Johnson, Legal Analyst
Mary Liesch, Senior Investigator
Jenn Lindsey, Administrative Specialist Licensing
and Credentialing
Mary Luecke, Executive Administrative Assistant
Joyce Nelson, Assistant Director Practice Review

Approval of Agenda

MOTION: Peter Cannon made a motion to approve the January 12, 2024 Public Board Meeting Agenda. Heidi Donnelly second.

VOTE: For: 9
Opposed: 0

RESULT: Motion passed

Review and Approval of Past Meeting Minutes

Minutes from the October 13, 2023 Public Board Meeting were reviewed.

MOTION: Heidi Donnelly made a motion to approve the October 13, 2023 Public Board Meeting minutes. Rick Nolting second.

VOTE: For: 9
Opposed: 0

RESULT: Motion passed

Seating of New Officers

The following 2024 officers were sworn in:

- P. Angela Rake, DDS, as President
- Heidi Donnelly, LDA, as Vice President
- Ruth Dahl as Board Secretary

P. Angela Rake assumed the chair.

Ruth Dahl was recognized for completing two terms of service with the Board.

2024 Committee Assignments

There are no changes to committee assignments for 2024. Board members will continue to serve on committees as assigned in 2023.

Professional Association and Dental Education Reports

- ***Minnesota Dental Association (MDA)*** – Dan Murphy referenced the report.
- ***Minnesota Dental Assistants Association (MnDAA)*** – Wendy Ahles referenced the report.
- ***Minnesota Dental Hygienists' Association (MnDHA)*** – no written report submitted.
- ***Minnesota Dental Hygiene Educators Association (MDHEA)*** – no written report submitted.
- ***Minnesota Dept of Health Oral Health Program*** – no written report submitted.
- ***Minnesota Educators of Dental Assistants (MEDA)*** – a written report was provided.
- ***Minnesota Dental Therapy Association (MDTA)*** – a written report was provided.
- ***Minnesota State University, Mankato*** – Anitha Peddireddy referenced the report.
- ***Metro State University*** – a written report was provided. Bridgett Anderson reported the school is completing a self-study for CODA accreditation.
- ***University of Minnesota School of Dentistry*** – Karl Self referenced the report.
- ***Central Region Dental Testing Service*** – Catrice Opichka referenced the report.

Executive Director's Report

Bridgett Anderson reported the next newsletter is being planned. She provided staff updates including Carolyn Parker will be on leave for approximately two months. Board members may contact Bridgett for assistance while Carolyn is on leave. Two board staff were recognized for years of service anniversaries. Kathy Johnson has served 25 years with the State, and Amy Johnson has served 20 years. Lindsey Franklin, legislative liaison for the health regulatory boards, was introduced.

Bridgett Anderson would like to transition the Board to using *SharePoint* for sharing meeting documentation. *Boardvantage* is a cloud system which the Board has been using for several

years, but it could be cost effective to utilize SharePoint which is already available with the Board's bundled IT services. Information will follow regarding a transition process.

The Board discussed professional development audits. Board staff are exploring other methods of completing the audit process including automated systems. Board members noted there is a completion of professional development attestation as part of the license renewal process.

MOTION: Hassan Ismail made a motion to suspend the random professional development audit process from January 2024 until June 30, 2024, to allow time to consider a new audit process. The suspension does not apply to targeted audits. Heidi Donnelly second.

VOTE: For: 9
Opposed: 0
RESULT: Motion passed

Manager's Financial Report

The Manager's Financial Report was reviewed.

Rule Making Process Update

Bridgett Anderson announced the Governor's office has approved the Board's proposed Rules. A dual notice will be submitted by February 12, 2024. After publishing in the State Register there is a 30-day period to allow for responses. An Office of Administrative hearing is scheduled for April 12, 2024. After new rules are published, the Board is planning to offer a townhall type WebEx meeting to walk stakeholders through changes and respond to questions.

Legislative Update

- The specialty license bill will be brought forward in this session to eliminate a section in the specialty licensing statute pertaining to full licensees.
- The Dental and Dental Hygiene Compact bill was introduced last year and will be reintroduced this session.
- The Board is observing dental therapy legislation pending in other states. Minnesota currently has a dental therapy by credentialing licensure pathway.

Board Staff Reports

Licensing Reports

Brian Cochran referenced the written report included in the packet. He shared information regarding the Reinstatement Pilot Project. The Licensure and Credential Committee will

continue discussion and a future reinstatement rule change could be considered. The topic will be brought forward at a future board meeting.

Representatives from PSI have provided a presentation for the Licensure and Credentials Committee and addressed security questions. The Licensure and Credentials Committee requested the full Board discuss whether online proctoring should be accepted for licensure candidate testing.

MOTION: Heidi Donnelly made a motion to accept online proctoring for the Minnesota Jurisprudence Exam and the Dental Assistant Licensure Exam (DASLE). Hassan Ismail second.

VOTE: For: 9
Opposed: 0

RESULT: Motion passed

Practitioner Review Committee Reports

Joyce Nelson referenced the written report included in the packet. She noted the Committee has addressed many complicated cases this past year.

Board Committee Reports

- ***Executive Committee*** – Hassan Ismail referenced the written report included in the packet. The Committee completed Executive Director Bridgett Anderson’s annual performance review. The review is conducted during the fourth quarter of every calendar year and includes performance evaluations from board members, staff, and colleagues with similar positions in state government.

Motion by Hassan Ismail, on behalf of the Executive Committee, that the Board:

1. Affirm the performance review of the executive director has been successfully completed for calendar year 2023; and
2. Affirm that the performance of the executive director has been exceptional in every respect including without limitation the following:
 1. She has effectively managed the staff and financial resources allocated to the Board of Dentistry by statute.
 2. She has effectively communicated with and developed beneficial relationships with board members and stakeholders within the dental community.
 3. She has developed and made progress toward a long-term strategy for the Board of Dentistry.
 4. She has carried out all her duties in an ethical and professional manner at all times.

VOTE: For: 9
Opposed: 0
RESULT: Motion passed.

- ***Sedation Committee*** – no report
- ***Allied Dental Committee*** – no report
- ***Policy Committee*** – Hassan Ismail referenced the written report. Bridgett Anderson led discussion regarding *Teledentistry Best Practices* which has previously been discussed by the Policy Committee. She explained the Committee is not recommending a rule or statutory change at this time but is recommending the toolkit as guidance for licensees.

MOTION: P. Angela Rake made a motion that the Board utilize the CareQuest Institute for Oral Health Advocacy Toolkit *Teledentistry Regulation and Policy Guidance* to distribute for educational purposes. Rick Nolting second.

VOTE: For: 9
Opposed: 0
RESULT: Motion passed

- ***Professional Development and Jurisprudence Committee*** – no report
- ***Licensure and Credentials Committee*** – Rick Nolting referenced the written report. He reported it is difficult for the Committee to determine curriculum equivalency from non-CODA accredited programs to CODA accredited programs. The Committee will continue discussing the current process which is determined by Minnesota Statue.
- ***HPSP*** – Ruth Dahl referenced the written report and highlighted the work of HPSP is important in supporting the Board’s mission.
- ***Clinical Licensure Exam Committee*** – no report

Presentations

Prescription Monitoring Program (PMP)

PMP Coordinator Shannon Tonn provided information regarding the history of the Minnesota Prescription Monitoring Program. She reviewed data/access to data, audit procedures, reports, statutory requirements, and resources.

Central Regional Dental Testing Service (CRDTS) CARE Program

Catrice Opichka, RDH, MS, CRDTS CARE Programs Coordinator, reported CRDTS is a dental and dental hygiene testing agency supported by dental educators helping dental professionals. The Program educates and tests dental professionals so they can achieve re-licensure and work through various issues. The CRDTS CARE Program includes many aspects including remediation and re-education to return dental professionals back to safe practice. Education is customized to meet requirements from

different states, board ordered remediation, and individual needs. Some education may be assigned online in advance and custom hands-on learning is completed at the testing site.

Unfinished Business

None

New Business

- a. Licenses for Ratification
- b. Licenses for Reinstatement

Rick Nolting made a motion to approve the licenses for ratification and licenses for reinstatement. Heidi Donnelly second.

| | | |
|---------|---------------|---|
| VOTE: | For: | 9 |
| | Opposed: | 0 |
| RESULT: | Motion passed | |

Announcements

None

Adjourn

The Board agreed unanimously to adjourn at 11:05 am.

Reviewed by:



P. Angela Rake, DDS, Board President

April 19, 2024
Date