

WEST VIRGINIA BOARD OF DENTISTRY

MINUTES

Dates: April 9 & 10, 2021

Location: The Blennerhassett Hotel
320 Market Street
Parkersburg, WV 26101

Members Present: Samuel V. Veltri, DDS, President
MaryBeth Shea, RDH, Secretary
John E. Bogers, DDS
David G. Edwards, DDS
Lewis D. Gilbert, DDS
William A. Klenk, DDS
Beverly L. Stevens, COMSA

Members Absent: Stan W. Kaczowski, DDS

Staff Present: Mrs. Susan M. Combs, Executive Director

Board Counsel: Mr. Keith D. Fisher, Assistant Attorney General

April 9, 2021

The Complaint Committees met to review complaints and disciplinary matters with no decisions or votes being made.

The Budget and Personnel Committees held a joint meeting to discuss the Board's finances, review the 2022 budget and to review personnel issues, including, but not limited to possible salary increases, with no decisions or votes being made.

The Board's President, Dr. Veltri, determined this meeting was properly noticed with the Secretary of State's office and a sufficient number of members were in attendance to constitute a quorum. The quorum was determined by the presence of six of the eight sitting Board members. Therefore, the meeting of the West Virginia Board of Dentistry was called to order.

The first order of business was the meeting notice to the Secretary of State which was distributed for information purposes only.

The next order of business were the minutes from the January and March meetings. Upon motion by Mrs. Mary Beth Shea, and properly seconded by Mrs. Beverly L. Stevens, and unanimously passing the minutes were approved.

The next order of business were COVID19 related issues including the following:

NPR Article Is It Safe To Back To The Dentist; Morbidity & Mortality Weekly Report - Community Associated Outbreak - Utah; Board Letter to Governor Requesting Executive Order; Vaccination Workforce Fact Sheet; White House Statement - Biden Expands Efforts to Recruit More Vaccinators; and Administration of Vaccinations by Dentists. The Board will revisit these issues on the 10th.

The next order of business was information concerning sleep apnea from the American Academy of Sleep Medicine, American Academy of Dental Sleep Medicine, American Academy of Neurology, American Academy of Otolaryngology-Head and Neck Surgery and American Thoracic Society which the Board took for information purposes at this time.

The next order of business were regional board issues including Regional Board reports and correspondences, Commission on Dental Competency Assessments (CDCA) Annual Meeting Summary, Ellis Hall Retirement Announcement from CDCA, and notice from the Southern Regional Testing Agency about expanding State Acceptance. The Board took these items for information. The Council of Interstate Testing Agency's meeting will be in Orlando, FL, October 8-9, 2021.

The next order of business were proposed amendments to the Local Anesthesia Guidelines. Proposed changes include clarifying courses given by a dental or dental hygiene program accredited by the Commission on Dental Accreditation are automatically accepted; reducing the number of hours of clinical application from 15 to 14; and reducing the number of minimum hours from 27 to 26. Mrs. Mary Beth Shea made a motion to accept the proposed changes. Dr. John E. Bogers seconded the motion, which passed unanimously.

At this time the President announced the need for an Executive Session to consider matters under provisions contained in Chapter 6, Article 9A, Section 4, not limited to, but primarily for those contained in Subsections (4) and (6). Specifically to discuss personnel matters, including but not limited to staff performance and salary increases of staff members. Upon motion by Mrs. MaryBeth Shea, and properly seconded by Mrs. Beverly L. Stevens, and unanimously passing, the Board went into an Executive Session. At this time the Executive Director left the meeting. Thereafter, the Board came back into general session upon motion by Mrs. MaryBeth Shea, properly seconded by Mrs. Beverly L. Stevens, and unanimously passing. At this time the Executive Director rejoined the meeting.

The next order of business was a report by the budget committee concerning the Board's finances, which appear to be adequate to conduct the legislatively mandated business of the Board, and the 2022 budget. The committee will continue to be engaged with the staff in the review of financial and administrative processes. Dr. John E. Bogers made a motion to approve the recommendations 2022 budget. Dr. William A. Klenk seconded the motion, which passed unanimously. Also, the Board reviewed the financial reports, as well as the PCard report from January through March 2021, which includes the Ghost Travel report, with all board members having the opportunity to review the PCard logs, documentation and receipts at this time. Mrs. Beverly L. Stevens made a motion to accept the financial and Pcard report as distributed. Mrs. MaryBeth Shea seconded the motion, which unanimously passed. An update to the PCard Internal

Controls was reviewed as well. Mrs. MaryBeth Shea made a motion to approve the updated PCard Internal Controls. Mrs. Beverly L. Stevens seconded the motion, which unanimously passed. The Personnel Committee made recommendations for raises for the Executive Director at 8% and Administrative Assistant at 10% for the 2022 fiscal year. Dr. David G. Edwards made a motion to accept the recommendations of the personnel committee concerning the salary increases for the staff. Dr. Lewis D. Gilbert seconded the motion, which unanimously passed.

The next order of business were future meetings of the Board. The Board's fall meeting will be October 22 and 23, 2021, at Stonewall Resort.

The next order of business were newsletters and publications, which were taken for information purposes, from the following:

WV Dental Association

The next order of business were the Board of Risk and Insurance Management related safety requirements. The following were reviewed: Driver safety; drug & alcohol-free workplace; workplace harassment; IT and information policy; protecting personally identifiable information; safety committee appointment document; safety inspection checklist; safety minutes; safety policy; and workplace security.

The next order of business was an update concerning the licensing software development with GL Solutions and the new phone system. Meetings with GL are held on a regular basis and Susan reported the online renewals for business organizations, anesthesia permits and qualified monitors are now open. A new contract with GL will be required and the Executive Director will be working on that starting this summer or fall.

The next order of business was a verbal report of the mid-year meeting of the American Association of Dental Boards, which was taken for information purposes.

At this time the Board President moved the General Legislative Discussion to the end of the topic list, which will be taken up tomorrow, the 10th.

The next order of business was a review of the continuing education audit results. There were 10 dental hygienists who lacked hours ranging from 1 hour to 12 hours; 1 dental hygienists who did not receive the audit notice; 1 dentist who lacked 5 hours. The Board directed the staff to send passing letters to those who passed the audit and letters to the others requesting they make up the hours and pay a penalty fee per the Board's rules.

The next order of business was a discussion concerning the office lease. The Board's lease is up for renewal. The Board directed the staff to move forward with a renewal of the office lease.

At this time the President announced the need for an Executive Session to consider matters under provisions contained in Chapter 6, Article 9A, Section 4, not limited to, but primarily for those contained in Subsections (4) and (6), specifically to review complaints, investigations, and licensure applications. Mrs. Beverly L. Stevens made a motion to go into Executive Session, Dr. David G.

Edwards seconded the motion, which unanimously passed. Dr. Samuel V. Veltri recused himself during certain discussions during Executive Session and from the voting thereon. Thereafter, the Board came back into general session upon motion by Dr. Lewis D. Gilbert, properly seconded by Mrs. Beverly L. Stevens, and unanimously passing.

The next order of business was consideration of Consent Orders in Case numbers 2020-DB-0004D and 2020-DB-0023D as well as an Order of Surrender for Dental License number 2790. Upon motion by Dr. John E. Bogers, and properly seconded by Mrs. MaryBeth Shea, and unanimously passing, the Board approved the three Orders.

The next order of business was the consideration of all other recommendations by the complaint committees of the Board. Upon motion by Dr. David G. Edwards, and properly seconded by Dr. Lewis D. Gilbert, and unanimously passed, the Board approved the all other committee recommendations.

The next order of business was the consideration of licensure for application numbers 2021-146, 2021-007, and 2021-023. The applicant for application number 2021-007 will be interviewed by three members of the Board prior to making a decision for licensure. The applicant for application number 2021-023 is to be licensed upon completion of the application. The applicant for application number 2020-146 is to be licensed upon completion of the application with a letter to the applicant clarifying requirements for sedation services for his patients. Dr. David G. Edwards made a motion to approve the application numbers 2021-0-23 and 2020-146. Mrs. MaryBeth Shea seconded the motion, which unanimously passed.

April 10, 2021

The meeting was called to order by Dr. S. Vincent Veltri, President of the Board, with a quorum of the members in attendance.

The next order of business was a general legislative discussion which included a review of the following topic list items:

American Dental Assistants Association RE Mandatory Infection Control CE
HB2024; HB2962 and Other Bills Introduced or Passed during Legislative Session
Proposals of changes or additions to the Dental Practice Act, Dental Anesthesia Law, or any series of the Board's rules 1-15 or a new series of rules.

Dr. Raj Khanna presented the need for a faculty or teaching permit for graduates of his program at Cabell Huntington Hospital. After a review of the statute, it appears this is already allowed. However, the Board agreed to take a look to see if any changes in the rules could be made to clarify this issue. The Board will meet in person to review proposed rules as it relates to teledentistry, which will be series 16 and requires an emergency rule filing, the Board's general rule, the PLLC and Corporation rules, the continuing education rules, dental anesthesia rule and possibly the expanded duties rule.

At this time the Board adjourned upon motion by Dr. David G. Edward, properly seconded by Dr. John E. Bogers and unanimously passing with the next regular meeting scheduled for July 22 & 23, 2021, at The Greenbrier Hotel, White Sulphur Springs, West Virginia.