



BOARD OF DENTAL EXAMINERS OF ALABAMA
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MINUTES
Board Meeting
Thursday-Friday February 12-13, 2015

The Board of Dental Examiners of Alabama met Thursday, February 12, 2015 at the Board Office in Hoover, Alabama to conduct business.

The President called the meeting to order at 6:00 p.m. with the following members in attendance: Dr. Stephen R. Stricklin, President, Dr. Sam J. Citrano, Jr., Vice President, Dr. William E. Chesser, Secretary/Treasurer, Dr. Howard R. Gamble, Dr. Adolphus M. Jackson, Dr. Thomas G. Walker, and Ms. Sandra Kay Alexander, RDH. Also in attendance were Ms. Susan Wilhelm, Esq., Executive Director and General Counsel, Dr. Donna Dixon, Esq., Prosecuting Attorney, Mr. Stan McAdams, Investigations, Mr. Kevin Lane, Paralegal and Executive Assistant to Dr. Donna Dixon, Esq. and Ms. Susan Wilhelm, Esq., and Ms. Linda Savarese, Administrative Assistant.

The President determined that a quorum was present; General Counsel orally confirmed.

The meeting was advertised on the Board's web site, www.dentalboard.org, and on the Secretary of State's website, www.sos.alabama.gov, in compliance with the Alabama Open Meetings Act.

The President asked for review of the minutes from January 15-16, 2015. Dr. Gamble moved to approve the minutes as presented. Ms. Alexander seconded the motion and it was approved by general consent.

Dr. Chesser presented the financial report. Dr. Gamble moved to approve the financial report as presented. Dr. Citrano, Jr. seconded the motion and it was approved by general consent.

The President acknowledged guests Dr. Mike Koslin and Dr. Guy Rosenstiel, and invited their comments. Dr. Rosenstiel and Dr. Koslin spoke on sedation training at the Foundry.

The President interviewed Dr. Patrick Miller regarding his application for Special Purpose Licensure for 10X in One Year. Dr. Miller answered Members' questions and explained his expected volunteering at the Caritas Mission in Sterrett, Alabama while holding a Special Purpose License.

Minutes February 12-13, 2015
Board of Dental Examiners of Alabama

Dr. Chesser moved to enter into a Public Hearing. Dr. Walker seconded the motion and the President called for the vote: Dr. Gamble, yea, Dr. Jackson, yea, Dr. Citrano, Jr., yea, Dr. Stricklin, yea, Dr. Chesser, yea, Dr. Walker, yea, Ms. Alexander, yea. The motion carried. The halls and foyer were checked for any public waiting to attend the hearing; there were none. Mr. Lane read aloud Rule 270-X-4-01 *Registration of a 501(c)(3) Dental Clinic* with edits. Dr. Citrano, Jr. moved to approve Rule change as read and publicly noticed for 270-X-4.10 *Registration of a 501(c)(3) Dental Clinic*. Dr. Chesser seconded the motion and it was approved by general consent. This concluded the public hearing and the President returned the meeting to public session.

There was discussion about Regional Licensing Examinations:

North East Regional Board (NERB) has changed its name to Commission on Dental Competency Assessments (CDCA).

There were no changes in 2014 regarding the SRTA Dental Examination process.

Ms. Wilhelm will request a testing schedule from each of the Regional Examination Agencies who plan to test in Alabama.

Members considered a request from Lindsay Cross, RDH's to be reinstated as a student in the ADHP. The Board declined to reconsider their January action. Ms. Wilhelm will convey the Board's decision to Ms. Cross by letter.

Members reviewed an invitation to the AADB Mid-Year Meeting April 26-27 in Chicago.

Dr. Walker moved to approve a request by Pasha Mostowfi, DMD to supplement his WREB Examination scores with the periodontal and/or prosthodontic portion(s) of an additional regional exam in order to satisfy the requirements for Dental Licensure by Regional Exam. Dr. Citrano, Jr. seconded the motion and it was approved by general consent.

Ms. Wilhelm presented the Attorney Report.

Dr. Citrano, Jr., Dr. Stricklin, and Ms. Alexander reported on their attendance at the 60th Southern Conference of Dental Deans and Examiners meeting in Louisville, Kentucky.

At 8:10 p.m. the President recessed the meeting until 8:30 a.m. Friday February 13.

Board Meeting
Friday, February 13, 2014

The meeting of the Board of Dental Examiners of Alabama reconvened Friday, February 13, 2014 at the Board Office in Hoover, Alabama.

The President called the meeting to order at 8:37 a.m. with the following members in attendance: Dr. Stephen R. Stricklin, President, Dr. Sam J. Citrano, Jr., Vice President, Dr. William E. Chesser, Secretary/Treasurer, Dr. Howard R. Gamble, Dr. Adolphus M. Jackson, Dr. Thomas G. Walker, and Ms. Sandra Kay Alexander, RDH. Also in attendance were Ms. Susan Wilhelm, Esq., Executive Director and General Counsel, Dr. Donna Dixon, Esq., Prosecuting Attorney, Mr. Stan McAdams, Investigations, and Mr. Kevin Lane, Paralegal and Executive Assistant to Dr. Donna Dixon, Esq. and Ms. Susan Wilhelm, Esq., and Ms. Linda Savarese, Administrative Assistant.

The President determined that a quorum was present to conduct business; General Counsel orally confirmed.

The meeting was advertised on the Board's web site, www.dentalboard.org, and on the Secretary of State's web site, www.sos.alabama.gov, in compliance with the Alabama Open Meetings Act.

Ms. Wilhelm presented the Hygiene Report provided by Ms. Hilda Johnson.

The Hygiene Comprehensive Exam is scheduled for Saturday May 9th at the Doubletree Hotel. UAB facilities were not available. Registration starts at 9:30 a.m.; the exam will start 10:00. Both the comprehensive and jurisprudence will be administered.

Dr. Alvin Stevens will give the overall review in May again this year. Dr. Litz lectured this past weekend; testing went well.

The 2015-16 application material has been prepared; Ms. Wilhelm will review it once again before posting on the Board's website. Those documents are kept on the ADHP page throughout the year to provide information to prospective applicants.

Dr. Dixon will review questions for the comprehensive exam and these questions will be emailed to members.

UAB has given notice that room rental rates at Volkert Hall will be increasing. The program has been using 2 rooms per class weekend for 9 weekends in a year. Ms. Johnson will cancel using the small room and use the large room only. She will also explore options for other class locations in the future. This concluded the Hygiene report.

Mr. McAdams presented the Site Inspection report.

Mr. McAdams and Dr. Chesser inspected Tuscaloosa Health Department and Whatley Health Services; both passed inspection. There are 2 inspections scheduled for this month and 3 more scheduled at the beginning of March.

Ms. Wilhelm gave Executive Director report.

Ms. Wilhelm distributed a draft RFP for website designing services. Members approved the document. She will ask for proposals from vendors on the State vendor list and others who have requested to be considered as well as post the RFP on the State website. The Board's current IT contractor does not create or maintain websites.

Members asked Ms. Wilhelm to look into installing additional monitors in the Board Room.

Certified letters announcing license expirations were mailed to all licensees who did not renew their licenses and permits for 2015. Half of those individuals responded that they intended to elect "inactive" status. Of those who did not renew, a number of them practiced without a license in 2015 and cases will be created in CAVU for each of these licensees.

The Board is now enrolled in the *Systematic Alien Verification for Entitlements* (SAVE) Program. Staff will be trained and then will start the process of verifying citizenship or resident alien status for all active licensees and for all new licensees. Verification of resident alien status will be required annually. A revised licensee application will include this requirement of proof of citizenship.

There will be an exit conference in late March or early April for the State's Legal Compliance audit. These audits are generally done every 4 years. Members will receive individual email invitations to participate. Ms. Wilhelm mentioned a few items that the auditors brought up such as discrepancies in employee longevity payments and travel reimbursements which finance will be reconciling. This concluded the Executive Director report.

At 10:02 a.m. the President announced a break; the meeting resumed at 10:27 p.m.

Dr. Citrano, Jr. moved to approve Dental Licensure by Credential based on successful completion of the jurisprudence exam for Nathan Pfister, DDS; Dental Licensure by Regional Exam for Wesley Latimer, DDS and Candace Lauderdale, DMD; and for Dental Special Purpose Licensure for 10X in One Year for Patrick Miller, DDS, without jurisprudence testing. Dr. Chesser seconded the motion and it was approved by general consent with the hygiene member abstaining from the vote.

Ms. Alexander moved to approve Dental Hygiene Licensure by Regional Exam based on successful completion of the jurisprudence exam for Susan Kivett, RDH and Briana McCombs, RDH. Dr. Walker seconded the motion and it was approved by general consent.

Ms. Wilhelm presented the Wellness Committee report provided by Dr. Garver.

Dr. Walker moved that case #2014-73 has no evidence to sustain. Dr. Chesser seconded the motion and it was approved by general consent with the case team leader and hygiene member abstaining from the vote.

Dr. Citrano, Jr. moved to send a *cease and desist* letter to the Respondent of case #2014-82 which will close the case. Dr. Gamble seconded the motion and it was approved by general consent with the case team leader and hygiene member abstaining from the vote.

Dr. Walker moved that case # 2013-12 has no evidence to sustain. Dr. Chesser seconded the motion and it was approved by general consent with the case team leader and hygiene member abstaining from the vote.

Dr. Citrano, Jr. moved that case #2015-04 has no evidence to sustain. Dr. Chesser seconded the motion and it was approved by general consent with the case team leader and hygiene member abstaining from the vote.

Dr. Jackson moved to notice the Respondent of case #2014-66 for a hearing. Dr. Walker seconded the motion and it was approved by general consent with the case team leader and hygiene member abstaining from the vote.

At 11:35 a.m. there being no further business, Dr. Citrano, Jr. moved to adjourn the meeting. Dr. Jackson seconded the motion and it was approved by general consent.

Respectfully Submitted,



Dr. William E. Chesser, Secretary/Treasurer

Approved: March 6, 2015

Submitted by: Linda M. Savarese

BOARD OF DENTAL EXAMINERS OF ALABAMA
Profit & Loss Budget Performance
 December 2014

02/11/14
 Cash Basis

Ordinary Income/Expense	Dec 14	Budget	Oct - Dec 14	YTD Budget	Annual Budget
Income					
501 · Annual Dental Registration	33,000.00	170,333.34	216,000.00	511,000.00	511,000.00
502 · Annual Hygiene Registration	35,165.00	91,241.68	150,350.00	273,725.00	273,725.00
503 · Controlled Substance Fee	15,555.00	79,925.00	102,395.00	239,775.00	239,775.00
504 · Annual Teaching Permits	0.00	1,800.00	3,000.00	5,400.00	5,400.00
505 · ADHP Certification	225.00	1,000.00	525.00	3,000.00	12,000.00
507 · Drug Log Books	70.00	41.66	140.00	125.06	500.00
508 · ADHP	0.00	0.00	0.00	0.00	85,000.00
509 · Dental Exam Fee	100.00	666.66	500.00	2,000.06	8,000.00
510 · Original License Fee	25.00	333.33	125.00	1,000.03	4,000.00
511 · Licenses Reprint Fee	450.00	166.66	1,125.00	500.06	2,000.00
512 · Dental Hygiene Exam Fee	400.00	1,250.00	2,225.00	3,750.00	15,000.00
513 · Directory Fee	175.00	291.66	875.00	875.06	3,500.00
514 · Materials Fee for Exam	0.00	0.00	0.00	0.00	0.00
515 · Penalty Fee	0.00	625.00	1,250.00	1,875.00	7,500.00
516 · Privilege License Money	0.00	0.00	0.00	0.00	20,000.00
517 · Interest Inc - checking	17.91	0.00	53.16	0.00	0.00
518 · Parental Sedation Permit Fee	1,000.00	3,333.33	4,800.00	10,000.00	10,000.00
519 · Anesthesia Permit	2,400.00	8,333.33	12,400.00	25,000.00	25,000.00
521 · Other Income	0.00	41.66	0.00	125.06	500.00
525 · Dent Hyg Bd Appl	0.00	583.33	0.00	1,750.03	7,000.00
526 · ADHP Materials	0.00	0.00	0.00	0.00	45,000.00
527-1 · Administrative Costs	0.00	166.66	0.00	500.06	2,000.00
527 · Disciplinary Fines (Prior)	18,500.00		35,700.00		
528 · Initial Anesthesia Evaluation	0.00	1,000.00	2,700.00	3,000.00	12,000.00
529 · OCS Annual Reg. Fee	1,100.00	7,000.00	8,450.00	21,000.00	21,000.00
530 · Licensure By Credentials	4,000.00	2,500.00	15,000.00	7,500.00	30,000.00
531 · RETURNED CHECK CHARGES	150.00	83.33	240.00	250.03	1,000.00
533 · Dental Lic. Bd Exam Application	200.00	1,166.66	1,000.00	3,500.06	14,000.00
540 · Special Purpose Dental Lic Fee	0.00	416.66	0.00	1,250.06	5,000.00
545 · Special Purpose Hygiene Lic Fee	0.00	66.66	195.00	200.06	800.00

Profit & Loss Budget Performance

December 2014

	Dec 14	Budget	Oct - Dec 14	YTD Budget	Annual Budget
617 - MDF Permits	0.00	2,000.00	0.00	6,000.00	6,000.00
800 - 800-OVERPAYMENTS	-6,945.00		-6,815.00		
Total Income	<u>105,587.91</u>	<u>374,366.61</u>	<u>552,233.16</u>	<u>1,123,100.63</u>	<u>1,366,700.00</u>
Gross Profit	105,587.91	374,366.61	552,233.16	1,123,100.63	1,366,700.00
Expense					
0100-0 - Personnel Costs	37,041.66	37,083.33	111,924.98	111,250.03	445,000.00
0114-0 - Board Member Compensation	4,600.00	8,333.33	18,650.00	25,000.03	100,000.00
0198-0 - Bonus	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00
0201-0 - Payroll Expenses	6,166.97	4,000.00	13,009.05	12,000.00	48,000.00
0202-0 - Pension Plan	0.00	0.00	0.00	0.00	43,500.00
0203-0 - Medical Insurance	195.30	3,750.00	10,713.75	11,250.00	45,000.00
0204-0 - Workman Comp. Ins.	0.00	0.00	8,135.00	0.00	8,500.00
0205 - Unemployment Fees	0.00	41.66	0.00	125.06	500.00
0300-0 - Travel - In-State	1,893.59	2,250.00	6,623.84	6,750.00	27,000.00
0400-0 - Travel - Out-of-State	0.00	2,291.66	3,404.93	6,875.06	27,500.00
0500-0 - Repairs & Maintenance	0.00	225.00	437.04	675.00	2,700.00
0600-1 - Rentals & Leases/Offsite Meetin	0.00	41.66	0.00	125.06	500.00
0602-1 - Rent on Building	7,599.81	7,500.00	22,799.43	22,500.00	90,000.00
0700-0 - Utilities & Communications					
0700-1 - Utilities - Telephone	257.99	708.33	2,087.35	2,125.03	8,500.00
0700-2 - Utilities - Cell Phone	0.00	41.66	0.00	125.06	500.00
0700-3 - Utilities - Power	641.38	625.00	1,823.32	1,875.00	7,500.00
Total 0700-0 - Utilities & Communications	<u>899.37</u>	<u>1,374.99</u>	<u>3,910.67</u>	<u>4,125.09</u>	<u>16,500.00</u>
0800-0 - Professional Services	19,331.26	11,666.66	51,303.76	35,000.06	140,000.00
0800-1 - Membership Dues & Subscriptions	0.00	875.00	907.00	2,625.00	10,500.00
0801-0 - Board Attorney Fees	21,887.32	10,833.33	33,762.83	32,500.03	130,000.00
0840-0 - CONSULTANTS	5,000.00	4,000.00	15,000.00	12,000.00	48,000.00
0899-1 - Evaluator Fees	0.00	333.33	300.00	1,000.03	4,000.00
0899-2 - Hearing Officer Fees	0.00	833.33	3,912.00	2,500.03	10,000.00

BOARD OF DENIAL ENGINEERS OF ALABAMA
Profit & Loss Budget Performance
 December 2014

	Dec 14	Budget	Oct - Dec 14	YTD Budget	Annual Budget
0899-6 · A.D.H.P. Materials & Supplies	0.00	125.00	116.00	375.00	1,500.00
0900-0 · Office Expense	0.00	833.33	3,471.17	2,500.03	10,000.00
0900-1 · Recycle / Paper Disposal	0.00	125.00	174.70	375.00	1,500.00
0902-0 · NPDB HIPDB License Background	0.00	41.66	4.75	125.06	500.00
0906-0 · Printing & Supplies	0.00	250.00	0.00	750.00	3,000.00
0910-0 · Postage	2,000.00	833.33	5,307.21	2,500.03	10,000.00
0924-0 · Insurance	9,676.00	0.00	9,676.00	9,500.00	9,500.00
0944 · Computer Expenses					
0944-0 · Computer Updates	0.00	2,500.00	0.00	7,500.00	30,000.00
0944-1 · Computer Support	0.00	5,416.66	4,586.60	16,250.06	65,000.00
Total 0944 · Computer Expenses	0.00	7,916.66	4,586.60	23,750.06	95,000.00
0951-0 · NSF	40.00	500.00	139.00	1,500.00	6,000.00
0999-0 · MISC.	0.00	83.33	163.31	250.03	1,000.00
1000-0 · Auto Expense	0.00	41.66	36.00	125.06	500.00
1000-1 · Vehicle Repairs & Maint.	0.00	83.33	70.38	250.03	1,000.00
1000-2 · Vehicle Fuel	0.00	291.66	675.84	875.06	3,500.00
1400-0 · Equipment					
0600-3 · Equipment Rental/Lease	0.00	1,250.00	2,955.32	3,750.00	15,000.00
Total 1400-0 · Equipment	0.00	1,250.00	2,955.32	3,750.00	15,000.00
6950 · Bank & CC Service Fees	1,821.65	833.33	8,506.82	2,500.03	10,000.00
Total Expense	120,352.93	110,841.57	342,877.38	337,625.87	1,367,400.00
Net Ordinary Income	-14,765.02	263,525.04	209,355.78	785,474.76	-700.00
Other Income/Expense					
Other Income					
524 · NSF Checks	-125.00		-4,175.00		
527-2 · ADPWC - Monitoring Fee	194.16		2,843.32		
560 · Online Renewals	-4,100.00		-6,550.00		

BOARD OF DENIAL EXAMINERS OF ALABAMA
Profit & Loss Budget Performance

December 2014

February, 2015, 2015 BY MEETING
Bal as of 12/31/2014
Ck \$1,654,304.15 MM\$301,315.39

	<u>Dec 14</u>	<u>Budget</u>	<u>Oct - Dec 14</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Total Other Income	<u>-4,030.84</u>		<u>-7,881.68</u>		
Net Other Income	<u>-4,030.84</u>		<u>-7,881.68</u>		
Net Income	<u>-18,795.86</u>	<u>263,525.04</u>	<u>201,474.10</u>	<u>785,474.76</u>	<u>-700.00</u>