The American Association of Dental Administrators (AADA) held its 2014 Annual meeting on October 5 - 6, 2014 in San Antonio, TX. The following administrators were in attendance:

Maulid (Mo) Miskell, CO – President
Cindy Durley, DANB – President-Elect
Elaine Hugunin, AZ - Vice President
Diane Howell, MS – Treasurer
Brian Barnett, MO – Secretary
Rita Sommers, ND – Immediate Past-President
Beth Cole, WREB
Alex Vandiver, NERB
Sarah Ledgerwood, MO
Bobby White, NC
Terry Friddle, NC
Katherine Landsberg, DANB
Arthur Hickham, Jr., LA
Jim Tarrant, AADB
Bayley Milton, AADB
Trina Castle, WA
Jennifer Santiago, WA

Marshall Shragg, MN
Patrick Braatz, OR
Vito DelVento, DC
Lili Reitz, OH
Donna Cobb, AR
Dea Smith, TN
Laurie Sheffield-James, MD
Susan Miller, ID
Stephanie Lotridge, ID
Sandra Reen, VA
Kimber Cobb, CRDTS
Sandra Matsushima, HI
Susan Rogers, OK
Kathleen White, SRTA
Nycia Deal, TX
Anil Foreman, GA

October 5, 2014
The meeting was called to order at 9:01 a.m. on October 5, 2014. President Miskell welcomed everyone to the meeting and reviewed the agenda with the attendees. All of the meeting attendees then introduced themselves and new members from Louisiana, Washington, Georgia and CRDTS were recognized.

Awards
President Miskell presented the Linda Campbell Award for Innovative Leadership to Bobby White from North Carolina. Mr. White was nominated by Mr. Shragg from Minnesota.

President Miskell presented the AADA Diamond Award to Diane Howell from Mississippi for her years of leadership and service to the AADA.

Discussion Regarding Practice Monitoring
President Miskell led a discussion regarding how the various states determine when practice monitoring is appropriate and how they identify and train competent monitors. The types of cases identified where practice monitoring services are commonly utilized included those involving quality of care concerns, substance abuse and personal boundary concerns, fraud, and record keeping concerns. Several states have procedures and programs that they have established to remediate and monitor licensees in cases where it is appropriate. Some of the common challenges identified in these processes were finding licensees willing to volunteer to serve as monitors or mentors and receiving timely and thorough information from monitors.
The meeting recessed for a break from 10:15 am to 10:45 am.

**Presentation by Catherine Keyes with Affiliated Monitors, Inc.**
Ms. Catherine Keyes with Affiliated Monitors, Inc. gave a presentation titled “Compliance through the Eyes of an Independent Monitor”. The presentation provided information on the benefits to regulatory agencies utilizing independent monitoring services. Examples of such benefits included the creation of comprehensive programs to improve areas of deficiency and the documentation of compliance with disciplinary requirements. Ms. Keyes outlined the basic principles and procedures of the monitoring programs offered through Affiliated Monitors, Inc.

This presentation was followed by a question and answer period.

The meeting recessed for lunch from Noon to 1:00 pm.

**Discussion Regarding Utilizing Experts**
President Miskell led a discussion regarding the use of experts for reviewing cases. During the discussion, President Miskell explained the process that Colorado has implemented for identifying and vetting licensees to use for expert reviews on cases. Ms. Hugunin stated that in Arizona, cases are initially reviewed by a consultant to determine if cause exists. If the consultant finds that there is potential cause then the case is sent to the Board. Mr. White reported that North Carolina uses expert consultants to evaluate the facts on cases. If the evaluation shows cause, the same consultant is utilized as an expert witness in the litigation of the case. Several states identified the costs of paying for expert reviews of cases as a concern. Some states indicated that they have utilized the AADB Expert Review Assessment (ERA) program. A brief description of the ERA program was provided.

The meeting recessed for a break from 2:00 pm to 2:30 pm.

**Roundtable Discussions Regarding Current Issues Affecting the Regulation of Dentistry, Dental Hygiene, and Dental Assisting**
At the onset of the roundtable discussion, President Miskell asked the administrators representing state boards to identify if their board is an independent agency or under an umbrella agency.

Tennessee – umbrella – The Board is creating an ethics and jurisprudence examination to be utilized during license application, reinstatement, and renewal. The exam will be administered through an online secure portal at no additional cost to the applicant/licensee. The Board is also in the process of switching to a new computer system.

Idaho – independent - The Board has recently completed a new software upgrade. Additionally, the Board has recently completed their first case where the AADB Dentist Professional Review and Evaluation Program (D-PREP) was utilized. The Board was very impressed with the thoroughness of the review.

WREB – WREB has recently welcomed Kentucky as a member state for dental and dental hygiene. Additionally, Hawaii has joined WREB as a dental hygiene member.

Arizona – independent – Recent problems encountered by the Medical Board have brought increased scrutiny on all regulatory boards. Dental hygienists have indicated that they would like to have their
own licensing board. There has been a proposal to require twelve hours of mandatory training for board members.

CRDTS – Ms. Kimber Cobb, RDH, is the new Executive Director for CRDTS. Kentucky has joined CRDTS as a member state. California has joined CRDTS as a dental hygiene member.

Maryland - independent - The Maryland Board is updating security policies and procedures after receiving threats from licensees. The Board is also working on revising regulations regarding corporate ownership of dental practices.

Washington – umbrella – The Washington Board has been working on regulations dealing with delegation to dental assistants, general anesthesia, and retired licensees. The Board has seen an increase in concerns regarding corporate ownership of dental practices. Legislation has been proposed to create remediation programs as an alternative to discipline.

Minnesota – independent – The Board is working on implementing a process for criminal background checks for license application. The Board is continuing to work on regulations for infection control inspections. The Board has noticed an increase in the number licensees who continue to practice after their license lapses. Discussions are taking place on options for testing licensees for competency later on in their careers. Minnesota has licensed 42 dental therapists. Six of those are advanced dental therapists. Maine recently enacted legislation licensing dental therapists.

Missouri – umbrella – Some of the other professional boards in Missouri have been the target of legislation to deregulate those professions. The Board is going to be looking at teledentistry in the coming months. Missouri has lowered its license renewal fees again for this year’s renewal to avoid excess funds being swept into the State General Revenue Fund.

Oregon – independent – Rule changes will take effect in Oregon on 1/1/15 requiring at least 2 hours of continuing education in infection control as a requirement for license renewal. Legislation is being proposed to allow prescription authority to Expanded Practice Dental Hygienists.

SRTA – Beginning in 2015, SRTA will be administering the ADEX dental hygiene examination. The exam will consist of the SRTA clinical portion and the NERB computerized portion.

North Carolina – independent - The case between the North Carolina Board and the FTC is being heard by the U.S. Supreme Court on October 14th. The attorneys general for 23 other states have filed amicus briefs in support of the Board. The Board has seen two sedation related deaths in the past year.

North Dakota – independent – The Board has been making changes to their process for conducting site evaluations for sedation/anesthesia. CRNA’s are doing the site evaluations for general dentists. Dental assistants in ND will be allowed to perform supragingival scaling on children in public health settings. The Board is defining “actively practicing”. Dentists in North Dakota are authorized to provide Botox treatments if the dentist has been properly trained.

Mississippi – independent - The Board office has faced some challenges during their conversion to a new software system. The Board is looking at amending regulations to allow dentists to administer Botox. Local anesthesia can only be administered by a licensed dentist.
DANB – DANB has rolled out their online dental assistant credential verification system. DANB is participating with six other national organizations plus the Centers for Disease Control and Prevention to create recommended competency statements, learning objectives, and essential curriculum elements, all based on the OSHA Bloodborne Pathogens Standard and CDC’s Guidelines for Infection Control in Dental Settings, to inform infection control education. DANB has updated their state fact book and has a new link to all state practice acts on their website.

Colorado – umbrella – Several changes were enacted to the Dental Practice Law of Colorado which will require the Board to promulgate rule changes. Some of those changes will include: continuing education requirements for renewal of a dental or dental hygiene license, Board authority to levy fines, several changes to sedation/anesthesia regulations, regulation of dental lasers, limited prescriptive authority for dental hygienists, and the acceptance of alternative methods of determining competency for initial licensure, such as portfolio assessments.

Ohio – independent -The Ohio Board has begun utilizing new MATRIX software for complaints and investigations.

Oklahoma – independent- The Board is working with the Oklahoma Dental Association on legislation proposals regarding regulations for corporate dental practices. The Board is also implementing a process for background checks for applicants. The Herrington case concerning infection control issues has been finalized.

Virginia – umbrella – The Board has been asked to look at allowing dental hygienists to perform some reversible procedures under remote supervision. The Board is also working on regulations for corporate practice and background checks for applicants.

Arkansas – independent – The Board recently reviewed a case involving a funeral establishment removing amalgam fillings from bodies prior to cremation. Additionally, the Board is involved in litigation with an orthodontist regarding restrictions on scope of practice for specialty licensees. The Board is also discussing collaborative care agreements for dental hygienists.

Louisiana – independent – The Board has been involved in a lawsuit brought by a licensee alleging that the Board conspired with the licensee’s competitors to eliminate his practice. An issue that arose out of that case was the court ruling that the Board’s investigative file was not privileged and had to be turned over in discovery. Louisiana has had a pediatric sedation death and is looking at revising sedation regulations. Additionally, the Board is discussing the use of lasers by dental hygienists.

Georgia – independent – The Board is discussing rule changes to address teeth whitening, modifications to sedation rules, mobile dentistry operations, social coupon advertising, procedural rules for contested cases, and changes reflecting the Board’s transfer to the Department of Community Health.

NERB - Alex Vandiver introduced himself as the new Director for NERB.

District of Columbia – independent - The Board has been discussing issues with corporate ownership of dental practices. Additionally, the Board is working on establishing temporary licensure to facilitate the Mission of Mercy event affiliated with the ADA meeting in Washington D.C. in 2015. It was pointed out that the 2015 AADA meeting will be in the District of Columbia as well.
Hawaii – umbrella – All complaints and investigations filed with the Board are handled through the umbrella agency. Hawaii had two sedation related deaths in the past year. The Board had already begun making amendments to the sedation rules at the time the deaths occurred. The Board is also implementing requirements for ethics education, basic life support, and jurisprudence for license renewal.

The meeting recessed at 5:00 pm.

October 6, 2014

President Miskell called the meeting to order at 9:01 a.m.

Clinical Competency Examinations Discussion

The group had a round table type discussion regarding clinical examinations. The representatives of WREB, CRDTS, NRB, SRTA, and ADEX provided an overview of their respective organizations. Mr. Shragg reported that the University of Minnesota will begin administering a non-patient based clinical exam and will continue to administer CRDTS as an option for students. Ms. Reen stated that the Virginia Board has indicated they are interested in exploring a portfolio based clinical competency measurement. Several attendees voiced support for the creation of a clearinghouse to track failed clinical competency exam attempts. AADB is being encouraged to pursue the development of such a system.

AADB Update

Mr. Tarrant provided an update from AADB. He reported that AADB has been working on a strategic planning exercise developing policies and procedures and updating employee manuals and bylaws. Proposed changes to the bylaws include changing the name of the Executive Council to the Board of Directors and changing the titles of its members to President, Vice President, Secretary and Treasurer. The Board of Directors will approve the budget and report to the General Assembly. Mr. Tarrant reported that Georgia and Illinois have rejoined AADB. Mr. Tarrant also provided a brief overview of the AADB’s Expert Review Assessment (ERA) and Dentist-Professional Review and Evaluation Program (D-PREP).

The meeting recessed for a break from 10:15 am to 10:45 am.

AADA Business Meeting

AADA Logo

The attendees reviewed proposed designs for a new AADA logo. After a brief discussion a motion was made by Mr. Shragg and seconded by Ms. Reen to table the discussion and vote for a future meeting. The motion carried unanimously.

Bylaws
The attendees reviewed a proposed amendment to the AADA Bylaws that would allow the Treasurer to serve a maximum of four consecutive three year terms. A motion was made by Mr. Braatz and seconded by Ms. Sommers to adopt the proposed amendment. The motion carried unanimously.

Proposed amendment regarding voting by electronic means and another amendment regarding AADA representation on the AADB Executive Council were reviewed. A motion was made by Ms. Reen and seconded by Mr. Braatz to table those items for a future meeting.

Minutes from April 6, 2014

Mr. Barnett presented a draft of the minutes from the AADA Mid-Year meeting held on April 6, 2014 in Chicago, IL. Some clarifications and corrections were offered to the summary of round table discussions. In addition, Stephanie Seal was present at the April 6, 2014 meeting on behalf of the Idaho State Board of Dentistry, rather than Susan Miller. A motion was made by Mr. Braatz and seconded by Ms. Reen to adopt the minutes as amended. The motion passed with a unanimous vote.

Treasurer’s Report

Ms. Howell reviewed the Treasurer’s Report. The report reflected the AADA checking account balance to be $19,598.97. Ms. Howell reported that some registration fees were still being received. She estimated that the balance would be approximately $9,000 after expenses for this meeting are paid. The value of the AADA’s Certificate of Deposit is $5,354.59 as of September 30, 2014. A motion was made by Mr. White and seconded by Mr. Shragg to approve the Treasurer’s report. The motion carried unanimously.

Website Update

Ms. Howell encouraged attendees to register for the new website. Additional updates to the website will be coming in the future.

AADB Executive Council Report

Ms. Sommers stated that she has found serving as the Administrator Member to the AADB Executive Council to be a very rewarding experience. She thanked the group for the opportunity to serve in that capacity.

Nominating Committee

Ms. Sommers reported that the position of Secretary will need to be filled. Ms. Smith and Ms. Miller were nominated for the position of Secretary.

2014-2015 AADA Officer Elections

A vote was taken via written ballot and Ms. Miller was elected to serve as Secretary for 2014-2015. In accordance with the AADA Bylaws Mr. Miskell will ascend to the position of Immediate Past President, Ms. Durley will ascend to the position of AADA President, Ms. Hugunin will ascend to the position of AADA President-Elect, and Mr. Barnett will ascend to the position of AADA Vice-President for 2014-
2015. Mr. Miskell was appointed to replace Ms. Sommers as the Administrator representative on the AADB Executive Council for 2014-2015

**Future Meetings**

The AADA 2015 Mid-Year Meeting will be April 26, 2015 in Chicago, IL.

The AADA 2015 Annual Meeting will be November 2-3, 2015 in Washington, D.C.

**New Business/Announcements**

President Miskell thanked everyone for attending and for their help during the past year. He encouraged those in attendance to reach out to states that did not have members in attendance and encourage them to join and participate in AADA. He also urged those in attendance to work towards the creation of a uniform national clinical exam.

Ms. Durley presented President Miskell with a plaque in recognition for his service as AADA President.

Ms. Howell provided the attendees with information regarding the post-meeting group tour and dinner.

There being no further business for discussion, President Miskell adjourned the meeting at 12:04 p.m.

Respectfully Submitted,

Brian Barnett
AADA Secretary