



BOARD OF DENTAL EXAMINERS - December 13, 2024 Meeting Minutes
Alaska Division of Corporations, Business and Professional Licensing
12/13/2024 9:00 AMAKST

Present:

Members: Megan Ferguson, Greg Johnson, Christina Hansen, Jesse Hronkin, Kenley Michaud, Newell Walther, Dominic Wenzell, Jonathan Woller

Absent:

Members: Bradley Heaston

1. Zoom Information

Board of Dental Examiners is inviting you to a scheduled Zoom meeting.

Topic: Board of Dental Examiners' Zoom Meeting

Time: Dec 13, 2024 09:00 AM Alaska

Join Zoom Meeting

<https://us02web.zoom.us/j/85123684008?pwd=Pd6FNBvxRix6y5x1VOKWamLPhKIbdc.1>

Meeting ID: 851 2368 4008

Passcode: 451431

2. Call to Order/Roll Call

This meeting was called to order by Chair Dr. Greg Johnson at 9:03 a.m.

Attendance

Present:

Members: Megan Ferguson, Greg Johnson, Christina Hansen, Jesse Hronkin, Kenley Michaud, Newell Walther, Dominic Wenzell, Jonathan Woller

Absent:

Members: Bradley Heaston

A. Ethics Report

Dr. Johnson reported as the designated ethics supervisor for the board he had not received any notification of potential violations or requests for ethics determinations under the ethics act AS 39.52 and has made no written determinations for this quarter.

B. Review/Approve Agenda

Motion:

RESOLVED to APPROVE the agenda as written.

Motion moved by Jesse Hronkin and motion seconded by Newell Walther. Motion passed by unanimous consent.

C. Review and Approve Meeting Minutes

Motion:

RESOLVED to APPROVE August 23, 2024 Meeting Minutes.

Motion moved by Kenley Michaud and motion seconded by Jesse Hronkin. Motion passed by unanimous consent.

Motion:

RESOLVED to APPROVE October 5, 2024 Meeting Minutes.

Motion moved by Jonathan Woller and motion seconded by Jesse Hronkin. Motion passed by unanimous consent.

3. Correct Dr. R.P. Motion for Denial from 10-5-24

Motion:

RESOLVED to APPROVE correcting the original motion made by Dr. Michaud on October 5th, 2024, which was seconded by Dr. Walther, to deny the Dentist License by Credentials application for Dr. Ryan Porter to now read: I, Kenley Michaud, motion to deny the Dentist License by Credentials application for Dr. Ryan Porter based on Alaska Dental Statute 08.36.110(a)(1)(E) and (F), as well as 08.36.315(1).

Motion moved by Kenley Michaud and motion seconded by Newell Walther. As the original reviewing board member, Dr. Woller was recused from discussion and voting by the board chair. Motion passed unanimously via roll call.

4. Investigations (Presenters: Josh Hardy)

A. Investigative Report

Investigator Hardy presented the Investigative Report for the Dental Board for the period of August 9, 2024 - November 27, 2024. There are 37 open cases.

B. Consent Agreement D.N.

Licensee has requested the discussion take place on the record. D.N.'s attorney, Mr. Martin was present and verbally confirmed his client's wishes for the discussion to be public.

The board reviewed the new investigative memo received after the board requested an increase in the fine for D.N. at the August 23, 2024 meeting.

Investigator Hardy stated that D.N. previously failed to disclose a Medical Malpractice Payment report from 2021. The case was reviewed by a board member who recommended a fine according to the disciplinary matrix and D.N. signed a consent agreement in July. The board reviewed the consent agreement at the August 23, 2024 meeting and they voted to increase the fine to \$5,000.

Mr. Martin stated that the fine was more than the usual precedent and his client was seeking more information.

The board chair stated that the board spent a lot of time in consideration of the consent agreement modification and stated that though the disciplinary matrix serves as a guideline for establishing fines and other discipline, there are often nuances between cases that can lead to decisions outside precedent. Acts of omission and acts of commission are treated very differently by the board, and they often have difficulty trying to determine the intent behind a licensee or applicant's action, so there was concern here about the motivation behind D.N.'s

omission. Due to these concerns, the board chose to raise the bar with respect to the penalty based on the information available to them at the time, and they stand by this decision.

Motion:

RESOLVED to APPROVE the consent agreement for D.N. with the increased fine of \$5,000.

Motion moved by Kenley Michaud and motion seconded by Greg Johnson .

As the reviewing board member, Dr. Walther was recused from discussion by the board chair.

Motion passed unanimously via roll call.

C. Investigative Training

Division Investigators Billy Homestead and Josh Hardy delivered a routine presentation to the board on the investigative process. The first part of the presentation regarding public process was delivered on the record, and the second portion was off the record to protect confidential information on investigative processes not available to the public

Investigations fall under the Division of Corporations, Business, and Professional Licensing which is part of the Division of Commerce, Community and Economic Development. Its Mission is to ensure that competent, professional and regulated commercial services are available to Alaska consumers.

There are three types of licenses that investigations cover:

- Professional - Covers a wide swath of professions
- Business
- Corporate Entities

What do they investigate?

- Potential violations of Alaska Regulations and Statutes
- Licensed board members determine whether a violation occurred

Process steps:

- Intake - Preliminary information stage. Typically generated upon receipt of an Investigations Request for Contact form available at <https://www.commerce.alaska.gov/web/cbpl/Investigations.aspx> or a referral email sent to investigations@alaska.gov
- Determine if the complaint falls under their jurisdiction
 - Complaints that are not typically jurisdictional include
 - Criminal complaints
 - Money or civil matters
 - "Bedside manner"
 - Quality of work complaints
 - Unfair or deceptive business practices
 - Landlord Tenant Laws
 - Complaint fact gathering stage- Complainant is asked to complete a packet containing:
 - Summary of the incident
 - Supporting documentation
 - Signed release of information
 - Signed affidavit
- Investigation - Violation verified
 - A Licensed board member reviews the matter to determine if a violation occurred.
 - The Respondent is sent a notification of investigation

- The board member recommends a Non-disciplinary Letter of Advisement or a License Action, such as consent agreement, fine, suspension, etc.
- License action is presented to the respondent and can agree or disagree and the Department of Law will proceed with litigation.
- The Division presents the case to an Administrative Law Judge (ALJ) for a hearing
- The ALJ decision is presented to the board for final consideration
- If a violation against a regulation occurs in a licensed profession that does not have a board, the review is done by the Chief Investigator or Division Director.

There are three investigation types:

- Application matters - Initiated by Licensing to review applications for truthfulness and accuracy
- Consumer Complaints - Inquiries initiated upon receipt of a complaint packet
- Inspections - Onsite inspections to ensure operations are in accordance with AS 43.70 AND 12 AAC 12

Investigations are required by statute to be confidential.

The board asked if the process is the same across the division and Josh clarified that it is except for non-boarded programs which are governed by regulations. Those cases would go directly to the Chief Investigator or Division Director. These processes can be found in division policies and procedures.

A board member asked how many databanks exist such as the National Practitioners Databank, which is used for dental licensing. There are roughly thirteen databanks. A board member asked about what constitutes a conflict of interest for case reviewing board members. Knowing a licensee or respondent does not necessarily mean a conflict of interest.

A board member asked for clarification on which actions are reportable. Non-disciplinary letters of advisement can follow a licensee and may be reportable, letters of closure mean no violation was found and are not reportable.

In instances of discrepancies in applications, licensing sends the application to Investigations. The board asked if there is some mechanism that can halt the application before it gets to that point. Investigator Homestead stated that sometimes NPDB reports can be inaccurate. Investigations will try to prove or disprove findings. Findings are not always violations so it would be difficult for board staff alone to determine the truthfulness of an application.

A board member asked how many administrative law judges see dental cases. There are 3 or four judges who handle licensing cases, none are specifically assigned to dental.

The board discussed the process of a consent agreements being presented to the respondent before it is presented to the board.. It is communicated to the respondent that the consent agreement being presented has not yet been accepted by the board and is subject to change. The licensee and their lawyer are fully aware that the board must adopt the agreement.

Motion:

RESOLVED to APPROVE entering executive session for the second portion of investigative training on board member review in accordance with AS 44.62.310(c), and Alaska Constitutional Right to Privacy Provisions, for the purpose of discussing matters which by law, municipal charter, or ordinance are required to be confidential;

Motion moved by Jesse Hronkin and motion seconded by Kenley Michaud. Motion passed by unanimous consent.. The board went off the record at 10:22 a.m. and returned at 11:24 a.m. A quorum was maintained.

Attendance

Present:

Members: Megan Ferguson, Greg Johnson, Christina Hansen, Jesse Hronkin, Kenley Michaud, Newell Walther, Dominic Wenzell, Jonathan Woller

Absent:

Members: Bradley Heaston

5. Prescription Drug Monitoring Program (PDMP) Disciplinary Matrix (Presenters: Billy Homestead)
Investigator Homestead presented the Recommended Disciplinary Guidelines for failure to register with the PDMP as adopted by the Medical Board. The recommended sanctions for failure of a licensee who has a DEA registration to register with the PDMP within 30 days after licensure (AS 08.64.326, 17.30.200, 12 AAC 40.967, 12 AAC 40.976) are as follows:
 - Non-Disciplinary Letter of Advisement for 1 – 60 days out of compliance with registration.
 - \$500.00 Civil Fine for 61 – 120 days out of compliance with registration.
 - Fine will increase in \$500.00 increments for every additional 60 days out of compliance.

The board asked if it would be helpful to Investigations for the Dental Board to adopt a PDMP matrix. Investigator Homestead said that for boards without PDMP matrices, they have been giving examples, such as the Medical Board's matrix, to give boards some ideas about how to approach PDMP violations, so it would be helpful for the board to have their own established matrix

A board member asked how many cases are open, Investigator Homestead says at one point there were about 120-140 PDMP violation cases open, but that generally, once the licensee is contacted, they take quick action to correct the violation.

The board chair said that considering the time and effort it took to create the dental disciplinary matrix, it may be wise to adopt this PDMP matrix as it is and then modify later if needed.

 [Disciplinary Sanctions Guidelines.docx](#)

Motion:

RESOLVED to APPROVE the Recommended Disciplinary Guidelines for PDMP Violations.

Motion moved by Kenley Michaud and motion seconded by Jesse Hronkin. Motion passed unanimously via roll call.

6. Division Update (Presenters: Melissa Dumas)

The 4th quarter financial report for Fiscal Year 2024 (FY24) was presented by Melissa Dumas. The recommendations on license fee increases which were discussed at the August 28, 2024, meeting were sent to the Office of Management and Budget but have not been approved yet. The board asked about the 28% increase in non-investigative expenditure, and Ms. Dumas explained that this is the result of staff that were added in preparation for the dental specialty licenses and a division-wide reclassification of positions to adequately compensate employees.

- A. DEN FY24 Q4 Report

7. Break

The board went off record for a break at 11:56 p.m. and returned at 12:04 p.m.

Attendance

Present:

Members: Megan Ferguson, Greg Johnson, Christina Hansen, Jesse Hronkin, Kenley Michaud, Newell Walther, Dominic Wenzell, Jonathan Woller

Absent:

Members: Bradley Heaston

8. Application Reviews

A. Application review for T.B. #231747 Hygienist by Credentials

Application tabled via OnBoard for discussion at board meeting because applicant has passed the Nevada State Board Exam, which is not specifically approved under AS 08.32.014(a)(1)(C).

The board discussed that although it is now easier to take the Western Regional Examiner's Board (WREB) test because live patients are no longer required, asking this applicant to take the WREB exam before her licensure would be a barrier to care for Alaskans. The board agreed that there is a preponderance of evidence within the application to prove that the applicant is qualified. They have been practicing since 1991 within ADA guidelines and have no adverse National Practitioner Databank or American Association of Dental Board reports against them.

Board staff stated that an applicant about 6 weeks ago was granted a license via California board exam, so there is a precedence.

Motion:

RESOLVED to APPROVE application for T.B. #231747 Hygienist by Credentials.

Motion moved by Jonathan Woller and motion seconded by Jesse Hronkin. Motion passed unanimously via roll call.

B. Application review for S.K. #230898

Motion:

RESOLVED to APPROVE entering into executive session to discuss the application for S.K. #230898 in accordance with the provisions of Alaska Statute 44.62.310 (c) for the purpose of discussing subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion.

Motion moved by Jonathan Woller and seconded by Jesse Hronkin the board entered into executive session at 12:15 p.m. and returned on record at 12:25 p.m. A quorum was maintained. As the reviewing board member, Dr. Hronkin was not present as he requested recusal from the discussion which was granted by the board chair.

Attendance

Present:

Members: Megan Ferguson, Greg Johnson, Christina Hansen, Jesse Hronkin, Kenley Michaud, Newell Walther, Dominic Wenzell, Jonathan Woller

Absent:

Members: Bradley Heaston

Motion:

RESOLVED to APPROVE application for S.K. #230898 Dentist by Credentials.

Motion moved by Newell Walther and motion seconded by Kenley Michaud. Motion passed unanimously via roll call vote, with Dr. Hronkin abstaining as the reviewing board member.

C. Tufts University Clinical Program Approval

Clinical Program Approval is needed to allow students to practice in Alaska under AS 08.36.238. The application was tabled by "no" votes via OnBoard for further board discussion and pending additional information from the applicant. All regulatory requirements have been met, and while the board cannot require more information, Dr. Perry, the Clinical Director of the program, did provide additional information as requested.

- Number of Students - 21
- All students are in good standing

All students are in their final year of dental school

The board discussed that the purpose of the application is to bring students to Alaska in conjunction with Remote Area Medical (RAM) to provide dental care for underserved populations.

Some board members were concerned that there will be little control over the dentist/program if approved. Others pointed out that Dr. Perry and the Tufts University program are assuming the risk and responsibility for the care provided. Dr. Perry will be operating under a courtesy dental license, and the board will still have jurisdiction over the licensee.

The board was made aware by staff that the current application form for program approval is one page and has not been revised in some time. If the board wants to change the regulation requirements regarding the information required to be provided on an application, a regulation project would need to be pursued.

Motion:

RESOLVED to APPROVE Tufts University Clinical Program Application.

Motion moved by Greg Johnson and seconded by Kenley Michaud.

Motion passed unanimously via roll call.

D. Application review for B.S. #229236

 [DEN - B. S.-#229236 - Dentist by Credentials Board Packet.pdf](#)

Motion:

RESOLVED to APPROVE entering into executive session to discuss the application for B.S. #229236 in accordance with the provisions of Alaska Statute 44.62.310 (c) for the purpose of discussing

subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion.

Motion moved by Jesse Hronkin and motion seconded by Kenley Michaud. Motion passed unanimously via roll call vote.

The board went off record at 12:28 p.m. and was back on record at 1:01 p.m. A quorum was maintained. As the reviewing board member, Dr. Michaud was not present as he requested recusal from the discussion which was granted by the board chair. The board did not reach a decision on this applicant during session, but in the interest of respecting the public's time, they came back on record for agenda item number nine, which was public comment.

Attendance

Present:

Members: Megan Ferguson, Greg Johnson, Christina Hansen, Jesse Hronkin, Kenley Michaud, Newell Walther, Dominic Wenzell, Jonathan Woller

Absent:

Members: Bradley Heaston

Motion:

RESOLVED to APPROVE entering back into executive session to discuss the application for B.S. #229236 in accordance with the provisions of Alaska Statute 44.62.310 (c) for the purpose of discussing subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion.

Motion moved by Jonathan Woller and motion seconded by Kenley Michaud. Motion passed unanimously via roll call vote. The board went off record at 2:02 p.m. and was back on record at 2:16 p.m. A quorum was maintained. As the reviewing board member, Dr. Michaud was not present as he requested recusal from the discussion which was granted by the board chair.

Attendance

Present:

Members: Megan Ferguson, Greg Johnson, Christina Hansen, Jesse Hronkin, Kenley Michaud, Newell Walther, Dominic Wenzell, Jonathan Woller

Absent:

Members: Bradley Heaston, Dominic Wenzell

Motion:

RESOLVED to APPROVE application for B.S. #229236 Dentist by Credentials, with the stipulation that he will be issued a board approved letter of advisement to be retained in his license record informing him that though the Pennsylvania license incidents he disclosed did not rise to an official license action in that state, they would have in the State of Alaska and that the board is advising he take additional continuing education in implant placement and dental radiology associated with dental implant surgery.

Motion moved by Newell Walther and motion seconded by Christina Hansen. Motion passed unanimously via roll call vote, with Dr. Michaud abstaining as the reviewing board member

Motion:

RESOLVED to APPROVE Greg Johnson to craft the previously mentioned letter of advisement to be sent to the remaining board members for approval via OnBoard before it is sent to the licensee.

Motion moved by Greg Johnson and motion seconded by Christina Hansen.. Motion passed unanimously via roll call vote, with Dr. Michaud abstaining as the reviewing board member

9. Public Comment

No public members were in attendance.

10. Lunch

The board adjourned for lunch at 1:27 p.m. and returned at 2:00 p.m.

Attendance

Present:

Members: Megan Ferguson, Greg Johnson, Christina Hansen, Jesse Hronkin, Kenley Michaud, Newell Walther, Jonathan Woller

Absent:

Members: Bradley Heaston, Dominic Wenzell

11. At this time the board resumed discussion on agenda item 8(D). Legislative Changes

A. EA Position

The board wishes to create an Executive Administrator position so that it can delegate authority to the executive administrator that is necessary to conduct board business. It was discussed that of particular concern is the desire to be involved in the hiring process and the selection of the Executive Administrator. Board staff presented the suggested language provided by Director Saviers to help draft a letter in support of an Executive Administrator position, to include board approval.

When asked about the next steps, board staff explained that the board needs to decide on language, find a senator and, ideally, a member of the house so the bill can go through at the same time, then nominate a spokesperson to testify or answer questions. If the spokesperson is unavailable, the board chair will be the default contact person. Dr. Johnson asked if other boards have had experience with the creation of this type of position being denied. Staff could not comment specifically but indicated that garnering the support of legislators is critical to the success of the project.

Motion:

RESOLVED to APPROVE The Alaska Board of Dental Examiners desires to create an Executive Administrator position to support our licensing program. An Executive Administrator will benefit the Board of Dental Examiners and it's mission by providing continuity, efficiency and will improve board functions by being able to facilitate licensure and certificate verification.

Motion moved by Jonathan Woller and motion seconded by Newell Walther. Motion passed unanimously via roll call vote.

B. Imposing a Civil Fine

Dr. Johnson provided a recap of the discussion on imposing a civil fine which happened at the February 2024 meeting. Alaska Dental Statute 08.36.367 says that only a person who holds a

valid license issued under this chapter may own, operate, or maintain a dental practice, office, or clinic, and if a Dentist leaves the practice the practice must identify a new Dentist within 24 months or request an extension.

The case that was discussed involved a dental practice that was owned by a non-dentist over a period of multiple years and failed to identify a new Dentist within given extensions, therefore the reviewing board member (RBM) determined a violation.

During the investigation it was determined that statute doesn't specify actions available to the Board when a violation has taken place by a non-dental license holder, and the default statute for pursuing any action in these situations is under the business statutes and is a minor one time fine per violation of something like \$150.

Judge Leduc provided the board examples of statutes that other boards, such as Architects and Engineers, or Real Estate have created to enforce civil penalties for unlicensed practice.

Since the board is already considering legislative changes, this could be added to the sponsorship letter for the Executive Administrator position as another change.

Dr. Walther mentioned that this is a public safety issue and at an American Association of Dental Boards (AADB) meeting he attended it was encouraged that States consider making practicing without a dental license a felony.

Using the precedent from the Real Estate Board of \$5,000 for each offense seems like it would make an impact and protect public safety.

Dr. Michaud suggested that the practice of dentistry defined in Alaska regulations (Sec. 08.36.360) could have running a dental practice added to make it clearer in the future.

The board agrees that being able to impose sanctions in the future would be in the best interest of the public.

Motion:

RESOLVED to APPROVE that it is the intent of the Alaska Board of Dental Examiners to gain the authority to impose sanctions relating to non-licensed practice owners.

Motion moved by Jonathan Woller and motion seconded by Newell Walther. Motion passed unanimously via roll call vote.

C. Foreign Trained Dentists

Division staff wish to make the board aware that they have been receiving multiple requests from foreign trained dentists on how to obtain licensing in Alaska. Dentists are also inquiring about becoming licensed in dental hygiene.

The board discussed that foreign training is not the same as dental training in the U.S. and Dentists are not trained in hygiene. There are concerns that dental hygiene is a Western idea and many other countries do not have hygienists. The American Dental Association (ADA) is proposing a pathway for dentists to become hygienists, so this is a topic around the country. The board does not wish to move forward with any changes to licensure pathways for foreign trained dentists.

12. Correspondence

A. Lack of hygienists in Alaska

Review of correspondence regarding lack of hygienists, and concern over matriculation rates at UAA. Those who do graduate from UAA generally leave the state.

Some factors may be that the UAA program is now 4 years long and only applicants with a GPA of 3.5 are accepted.

The draw to Alaska for hygienists used to be the amount of salary. Now, hygienists are getting the same wage as in Alaska, but in a state with a lower cost of living.

Ultimately, it is not in the board's purview to advise the UAA administration.

 [Fw dental hygienists in Alaska, or the lack thereof Redacted.pdf](#)

B. Hygienists screening for diabetes

The board received an email inquiry as to whether a hygienist can screen for diabetes.

Hygienists are allowed to take blood pressure and can encourage a patient to seek follow-up care if it seems high. Diabetes affects oral health, so if a finger prick test can prompt the patient to go to their primary care provider and get a checkup, it's benefiting public health.

Diabetes is so closely related to dental health that A1C testing falls under the scope of practice.

 [Re Screening for diabetes at the dental visit Redacted.pdf](#)

C. Nitrous Oxide Use in Pediatric Patients

Inquiry as to whether informed consent (or assent) is required for patients less than 12 years old getting fillings and whether nitrous oxide is considered sedation.

The definition of sedation changes. The terminology anxiolysis has changed to minimal sedation, but the way the Alaska sedation regulations are written, you do not need a sedation permit for nitrous oxide.

The dental board expects that a minimum of documented verbally informed consent is needed for treatment.

 [FW Nitrous Oxide Use in Pediatric Patients Redacted.pdf](#)

13. Annual Report 2025

The board reviewed the ongoing draft of the Annual Report for 2025 and made changes in anticipation of the June 30th deadline.

 [Annual Report - Template 2025.docx](#)

14. Board Business

A. Frequency of Board Ballots and Voting Window

Board preferences on how often applications are uploaded into the OnBoard system for voting have not been recently discussed so division staff wanted to provide information and receive feedback.

Currently board ballots have a voting window of 7 days and applications are uploaded as completed. Some division boards only upload applications one day a week.

Division staff now know that if quorum is not established, the application can be resubmitted just to those who did not vote, it does not have to go to all board members.

The board is satisfied with uploading as applications are completed and the 7-day window, except for licensure by credentials, will be 14 days. This will allow more time to review documentation.

B. American Association of Dental Boards (AADB) September Meeting Recap

Newell Walther presented a recap of the AADB meeting he attended in September 2024

- AADB cautioned boards against using ADA guidelines, because that is delegating to a third party.

- Limiting specialist scope of practice in many states has been problematic with a lot of pushback.
- Oregon regulations require board member meeting attendance. Any unexcused absence is reported to the Governor. If there is a failure to attend two times, the member is removed from the board.
- Continued discussion about dental compacts. The ADA compact costs are unknown and borne by the state. The AADB cost is borne by the licensee
- Some states are partnering with programs for substance abuse and ensuring that application questions do not impede seeking treatment.

C. Med Spa Work Group Update (Presenters: Kenley Michaud)

Dr. Michaud presented an update from the Med Spa Work Group. The group is trying to formulate recommendations to the State to then present to boards on how to manage estheticians, IV hydration clinics, laser use, Botox, etc. The group went through a list of treatments and determined that as long as a dentist is using the treatment within the scope of AS 08.363.60 it is appropriate

Once the recommendations are finished, they will be presented to the board for a vote on whether to adopt them or not.

The group also had pharmacists come in and discuss what constitutes compounding medications. If you are mixing up to 3 medications for use within 4 hours, that is considered preparing for immediate delivery and is not compounding. Anything over 3 medications needs to be compounded in a sterile environment by a pharmacist.

The dental board discussed that there is not much need for compounding medications in dentistry.

D. Board Chair Summit Recap (Presenters: Jonathan Woller)

Dr. Woller attended the Board Chair Summit with Sara Chambers on December 4, 2024. It was helpful in explaining:

- The scope of the board and keeping the letter of the law as priority
- How to guide the decision-making process
- Prioritization matrix
- When it is appropriate to use staff
- The purpose of the Chair
- How recusal works. You must ask the Ethics Chair; you cannot recuse yourself.
- How to keep the board engaged with relevant tasks

There may be more training offered in the future.

E. Appointing New Chair and Board Roster Update

Dr. Johnson's Board term, and thus his chair appointment, ends on March 1, 2025. Board elections have been fairly informal in the past and the board discussed methods to streamline the process. It was suggested that at the last meeting of every year, nominations be brought forward. Another idea was that the board nominate a chair as well as a secretary, who would be the next in line for the chair position at the end of the term, much like a president and a president-elect. This would allow the secretary the opportunity to attend preparatory meetings and to learn along the way with the acting chair.

The dental board has not had a secretary in quite some time. Dr. Johnson commented that having a secretary would be beneficial because it would provide another person who can reflect back on meetings and provide input and they can be a back-up should the chair need to step away from a meeting. Defining the nomination, approval, and removal process is a project to work on going forward.

Nominations were opened and Dr. Jon Woller volunteered to serve as Chair. Christina Hansen was nominated for Secretary.

Motion:

RESOLVED to APPROVE Dr. Jon Woller as Board Chair.

Motion moved by Greg Johnson and motion seconded by Kenley Michaud. Motion passed by unanimous consent

- i. Appointing a secretary

Motion:

RESOLVED to APPROVE Christina Hansen as Board Secretary.

Motion moved by Kenley Michaud and motion seconded by Newell Walther. Motion passed by unanimous consent.

15. Tasks

Dr. Johnson:

- Draft the non-disciplinary letter of advisement to applicant B.S.
- Draft a request for support letter regarding Executive Administrator position creation

Adjourn

Motion:

RESOLVED to APPROVE adjourning the December 13th, 2024, meeting of the Board of Dental Examiners.

Motion moved by Greg Johnson and motion seconded by Kenley Michaud. Motion passed by unanimous consent.

The board went off the record at 4:10 p.m.

| | |
|---|-----------------------------|
| Date Final Meeting Minutes Approved by Board: Meeting <input type="checkbox"/> OnBoard <input checked="" type="checkbox"/> | Board Ballot PASS 5/16/2025 |
|---|-----------------------------|