

WEST VIRGINIA BOARD OF DENTISTRY

MINUTES - GENERAL SESSION

- Dates:** July 17 & 18, 2019
- Location:** The Greenbrier
300 West Main Street
White Sulphur Springs, WV 24986
- Members Present:** Samuel V. Veltri, DDS, President
Mary Beth Shea, RDH, Secretary
John E. Bogers, DDS
Mr. William E. Ford, III
C. Richard Gerber, DDS
Lewis D. Gilbert, DDS
Stanley W. Kaczowski, DDS
Charles L. Smith, DDS (7/18)
Beverly L. Stevens, COMSA
- Staff Present:** Mrs. Susan M. Combs, Executive Secretary
Mr. Evan Dewey, Administrative Assistant
Ms. Betty J. Adkins, Board Counsel
- Board AG Present:** Mr. Keith D. Fisher, Assistant Attorney General

July 17, 2019

The afternoon began with the giving of law exams and interviewing of the applicants as noticed to the Secretary of State's Office. Thereafter the complaint committees met with the Board's Counsel to review complaints and disciplinary matters.

July 18, 2019

The Board's President, Dr. Veltri, determined this meeting was properly noticed with the Secretary of State's office and a sufficient number of Board members were in attendance to constitute a quorum. The quorum was determined by the presence of Dr. Veltri, Dr. Bogers, Mr. Ford, Dr. Gerber, Dr. Gilbert, Dr. Kaczowski, Mrs. Shea, Dr. Smith & Mrs. Stevens. 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 April 26th & 27th, June 5th and June 24th meetings. Upon motion by Dr. Stanley W. Kaczkowski, and properly seconded by Mrs. Mary Beth Shea, and unanimously passed, the minutes were approved as distributed.

The next order of business was a discussion concerning the change of title for the Executive Secretary, Susan Combs. Dr. Charles L. Smith made a motion to change the title of the Executive Secretary to Executive Director effective immediately in order to be consistent with the Dental Practice Act and to make the change to any Board rule where necessary, Dr. Stanley W. Kaczkowski seconded the motion, which passed unanimously.

The next order of business was the appointment of Dr. Lewis D. Gilbert by Governor Justice to the Board effective July 1, 2019, which was taken for information purposes.

The next order of business were general legislative discussions, review of board statutes and rules for proposed changes RE felony for unlicensed practice, final impressions for prosthesis, possible changes to series 4 and 5 procedural rules; proposed series 1 legislative rules (review comments for agency approved rule), proposed series 8 legislative rules (review comments for agency approved rule), HB118 passed during the special session (propose rules for comment), and report the final filing of series 9 procedural rules.

There were no comments received concerning series 1 of the rules. Dr. Charles L. Smith made a motion to approve the rule as filed for comment as the agency approved rule. Dr. Lewis D. Gilbert seconded the motion, which unanimously passed.

The Board reviewed language to propose in series 1 as a result of the passage of HB118 during the special session. Dr. Stanley W. Kaczkowski made a motion to add the proposed language to series 1 and put the rule out for a second comment period. Mrs. Beverly L. Stevens seconded the motion, which unanimously passed.

There were no comments received concerning series 8 of the rules. Dr. Charles L. Smith made a motion to approve the rule as filed for comment as the agency approved rule. Mrs. Mary Beth Shea seconded the motion, which unanimously passed.

At this time the President of the Board appointed a committee to review the statute and series 13 of the rules for any possible changes to be discussed at a future meeting. Dr. C. Richard Gerber, Mrs. Mary Beth Shea and Mrs. Beverly L. Stevens will serve on the committee with Dr. Veltri serving as Ex Officio.

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 policy; and workplace security.

The next order of business was an update by Evan Dewey concerning the licensing software with GL Solutions, and ongoing discussions of the new warranty contact, which was taken for information purposes at this time.

The next order of business were the financial reports for the fourth quarter of fiscal year 2019, and the PCard report, which includes the Ghost travel account, for the period of April to July 2019. Upon motion by Mrs. Beverly L. Stevens, and properly seconded by Mrs. Mary Beth Shea, and unanimously passing, the financial, and PCard reports, were accepted as distributed, with all board members having the opportunity to review the PCard logs, documentation and receipts at this time.

The next order of business were regional board reports (verbal), issues and representations, which were taken for information purposes. Dr. Michelle G. Klenk requested the Board review and nominate Amanda Stottlemeyer, RDH, as Consultant Member of the Commission on Dental Competency Assessments (CDCA). Dr. C. Richard Gerber made a motion to nominate Ms. Stottlemeyer as a consultant member of CDCA. Mrs. Beverly L. Stevens seconded the motion, which passed unanimously.

The next order of business was information from the Dental Organization for Conscious Sedation (DOCS) concerning their new regulatory counsel and a new course that can be used as an alternative to remediation offerings. Dr. Lewis D. Gilbert will author a letter to DOCS concerning their plans to remedy their course contents for a West Virginia 3A sedation permit.

The next order of business were future meetings, which were taken for information and included:

- WV Dental Association - Invitation to Executive Council Meeting July 2019
- American Board of Dental Examiners (ADEX) - August 2019
- American Association of Dental Administrators - October 2019
- American Association of Dental Boards (AADB) - October 2019
- WV Board of Dentistry Calendar

Dr. Kaczkowski will attend the ADEX meeting in August, Mrs. Shea and Dr. Kaczkowski may attend the AADB meeting in October. The Board would also like to consider a Thursday and Friday meeting next July instead of Wednesday and Thursday.

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

- Dental Assisting National Board, Inc.
- West Virginia Dental Association

The next order of business was the Executive Director's Report of the American Association of Dental Boards, which was taken for information purposes.

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 and investigations.

Upon motion by Dr. Stanley W. Kaczkowski, and properly seconded by Mrs. Beverly L.

Stevens, and unanimously passed, the Board went into an Executive Session. Thereafter, the Board came back into a general session upon motion by Dr. Stanley W. Kaczowski, and properly seconded by Dr. Lewis D. Gilbert, and unanimously passing.

The next order of business was the consideration of case number 2019-DB-0005 regarding Dr. Ghaddy Alsaty and Dr. Mohamad Sarraj. Dr. Stanley W. Kaczowski made a motion this case be closed and dismissed from the Board's docket. Dr. John E. Bogers seconded the motion, which passed unanimously.

The next order of business was consideration of all other recommendations by the complaint committees of the Board. Upon motion by Mrs. Beverly L. Stevens, and properly seconded by Dr. Stanley W. Kaczowski, and unanimously passed, the Board approved all other recommendations.

The next order of business was the approval of all applicants appearing yesterday for licensure. Dr. Lewis D. Gilbert recused himself from the vote in this matter. Upon motion by Mrs. Mary Beth Shea, and properly seconded by Mrs. Beverly L. Stevens, the vote passed by a majority. Dr. Charles L. Smith abstained from the vote as he was absent the day before. The board approved applicants for licensure pending completion of their applications as determined during interviews or as yet to be determined.

At this time the meeting was adjourned by motion of Dr. Stanley W. Kaczowski, seconded by Mrs. Beverly L. Stevens, and unanimously passed. The next meeting is scheduled for October 25 & 26, 2019, at the Board Office, Crab Orchard, West Virginia.