



**Friday, May 6, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

Agenda



Notice is hereby given that a public meeting of the Dental Hygiene Committee of California (DHCC) will be held as follows:

### **DHCC MEETING AGENDA**

The DHCC welcomes and encourages public participation in its meetings. The public may take appropriate opportunities to comment on any issue before the Committee at the time the item is heard.

**Friday, May 6, 2016**  
**9:00 a.m. until Adjournment**  
**Marriott Hotel – Los Angeles International Airport**  
**5855 West Century Blvd., Atlanta/Boston Room**  
**Los Angeles, CA 90004**

#### **9:00 a.m. Dental Hygiene Committee of California**

Roll Call/Establishment of Quorum

1. Public Comment for Items Not on the Agenda  
[The DHCC may not discuss or take action on any matter raised during the Public Comment section that is not included on this agenda, except whether to decide to place the matter on the agenda of a future meeting (Government Code §§ 11125 & 11125.7(a))]
2. Approval of the December 5, 2015 Teleconference Meeting Minutes
3. President's Report
4. Executive Officer's Report
5. Update from the Dental Board of California
6. Discussion and Possible Action to Increase Fee for Curriculum Review, Feasibility Study Review, and Site Evaluation for Educational Programs - Business and Professions Code § 1944(a)(9)

**<<Recess of the Full Committee until 9:00 a.m. Saturday, May 7, 2016>>**

**Subcommittee Meetings** – See Attached Agendas for Subcommittee Items

7. Legislative and Regulatory Subcommittee:  
See Attached Agenda
8. Licensing and Examination Subcommittee:  
See Attached Agenda
9. Enforcement Subcommittee:  
See Attached Agenda
10. Education Subcommittee:  
See Attached Agenda

Public comments will be taken on agenda items at the time the specific item is raised. The DHCC may take action on any item listed on the agenda including informational only items. All times are approximate and subject to change. Agenda items may be taken out of order to accommodate speakers and to maintain a quorum. The meeting may be cancelled without notice. For verification of the meeting, call (916) 263-1978 or access DHCC's Web Site at [www.dhcc.ca.gov](http://www.dhcc.ca.gov).

The meeting facilities are accessible to individuals with physical disabilities. A person who needs a disability-related accommodation or modification in order to participate in the meeting may make a request by contacting Anthony Lum at (916) 576-5004, via e-mail at: [anthony.lum@dca.ca.gov](mailto:anthony.lum@dca.ca.gov) or send a written request to DHCC at 2005 Evergreen Street, Ste. 2050, Sacramento, CA 95815. Providing your request at least five (5) business days before the meeting will help to ensure availability of the requested accommodation.



**Friday, May 6, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Roll Call**

Establishment of a Quorum



**Friday, May 6, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Agenda Item 1**

Public Comment for Items Not on the Agenda



**Friday, May 6, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Agenda Item 2**

Approval of the December 5, 2015

Teleconference Meeting Minutes



**DRAFT - DENTAL HYGIENE COMMITTEE TELECONFERENCE MEETING MINUTES**

**Saturday, December 5, 2015**  
**Department of Consumer Affairs**  
**2005 Evergreen Street, ~~2<sup>nd</sup> Floor, Donner Lake Room~~\* Hearing Room**  
**Sacramento, CA 95815**

**(and other teleconference locations as Noticed on the agenda)**

**FULL 1 – Roll Call**

Nicolette Moultrie, the Dental Hygiene Committee of California's (Committee) President, called the meeting to order with roll call at 9:03 a.m. With six (6) Committee members present, a quorum was established.

Committee Members present:

Michelle Hurlbutt, Registered Dental Hygienist (RDH) Educator  
Noel Kelsch, Vice President, Registered Dental Hygienist in Alternative Practice (RDHAP) (joined at 9:08 a.m.)

Sandra Klein, Public Member  
Timothy Martinez, DMD  
Nicolette Moultrie, President, RDH  
Garry Shay, Public Member  
Evangeline Ward, RDH

Committee Members absent:

Susan Good, Secretary, Public Member

Committee Staff present:

Lori Hubble, Executive Officer (EO)  
Anthony Lum, Assistant Executive Officer  
Mary Chanthavong, Committee Staff  
Sabina Knight, Department of Consumer Affairs (DCA) Legal Counsel  
Kelsey Pruden, DCA Legal Counsel

Public present:

Karen Andrews, West Coast University (WCU location)  
Karen Fischer, Executive Officer, Dental Board of California (DBC)  
JoAnn Galliano, Chabot College  
Lygia Jolley, President, California Dental Hygienists' Association (CDHA)  
Shirley Jones, DCA Representative  
Vickie Kimbrough, Southwestern College, CDHA, California Dental Hygiene Educators' Association (CDHEA)

Kim Laudenslager, Director of Hygiene Examinations, Central Regional  
 Dental Testing Service (CRDTS)  
 Kathi Mudge, California Dental Association (CDA)  
 Susan Mclearan, RDHAP, CDHA  
 Lisa Okamoto, CDHA (in Salinas, CA location)  
 Kelly Reich, Western Regional Examination Board (WREB)

**FULL 2 – Public Comment for Items Not on the Agenda**

President Moultrie asked for any public comment for items not on the agenda.

Lygia Jolley asked the Committee to revisit the Soft Tissue Curettage, Local Anesthetic, and Nitrous Oxide and Oxygen administration (SLN) requirement or an equivalent for out-of-state licensees to come to California and volunteer their services for health clinic events.

**FULL 3 – Review and Approval of the May 2-3, 2015 Full Committee Meeting Minutes**

Michelle Hurlbutt indicated that there were a couple of typos on the vote counts on two action items. She requested that they be corrected and had no other issues with the minutes.

- **Motion: Noel Kelsch moved to approve the May 2-3, 2015 Full Committee Meeting Minutes as amended with the typographical corrections.**

**Timothy Martinez seconded the motion.**

**Vote: The motion passed 5-0 (Susan Good was absent and Sandra Klein and Garry Shay abstained).**

NAME	Minutes VOTE:		OTHER
	Aye	Nay	
Susan Good			Absent
Michelle Hurlbutt	X		
Noel Kelsch	X		
Sandra Klein			Abstained
Timothy Martinez	X		
Nicolette Moultrie	X		
Garry Shay			Abstained
Evangeline Ward	X		

**FULL 4 – Review and Approval of the September 25, 2015 Full Committee Teleconference Meeting Minutes**

- **Motion: Michelle Hurlbutt moved to adopt the September 25, 2015 Full Committee Teleconference Meeting Minutes.**

**Evangeline Ward seconded the motion.**

**Vote: The motion passed 4-0 (Susan Good was absent and Sandra Klein, Timothy Martinez, and Garry Shay abstained).**

NAME	Minutes VOTE:		OTHER
	Aye	Nay	
Susan Good			Absent
Michelle Hurlbutt	X		
Noel Kelsch	X		
Sandra Klein			Abstained
Timothy Martinez			Abstained
Nicolette Moultrie	X		
Garry Shay			Abstained
Evangeline Ward	X		

**FULL 5 – President’s Report**

President Moultrie reported that in the past year (2015), she had attended and participated in the following:

- DBC’s May 14, 2015 meeting;
- DCA Legal’s training on September 21, 2015 where the North Carolina State Board case was the topic of discussion and what the training was based upon; and
- November 19, 2015 teleconference with DCA Director Awet Kidane and Committee staff where the BreEZe project was discussed.

She also reported that the the White Paper for Alternative Pathways to Licensure and the update to the Committee’s Strategic Plan are on hold due to staff’s current heavy workload and that they will be addressed at a later time. She said that EO Lori Hubble would work with the new Committee President to update the Strategic Plan and should have it ready for the Committee’s approval by the December 2016 meetings.

Ms. Hubble requested to have a moment of silence in honor of former Committee Member Sherrie Ann Gordon, as she had recently passed due to ongoing health issues. She stated that Sherrie resigned from the Committee in April 2015 due to her health issues and passed on December 2, 2015. She said that Sherrie was a very active and positive public member and would be missed by all. President Moultrie added that Sherrie was a very positive and energetic member of the Committee during and outside of meetings and her presence would be missed.

**FULL 6 – Executive Officer’s Report**

Ms. Hubble updated the Committee on the following issues:

- A) Committee Staffing – She applauded staff’s dedication and efforts in working on the new BreEZe computer system, as many of them have been frequently redirected to the department for this purpose. She reported that several staff have worked overtime to maintain office functions and, to date, has not received any indication that applicants, licensees, or the general public are aware that office operations have been affected internally.

She reported that the Committee currently has 3 vacant positions and is working to fill them. She said that one of the vacancies, the Legislative and Regulatory Analyst position, was created when the incumbent resigned in September 2015, which left a huge void in the continuation of work on the Committee's multiple regulatory packages it is currently processing.

Ms. Hubble reported that a second position is awaiting approval for reclassification from an Office Technician to a Special Investigator position to assist with the Committee's Enforcement efforts. She said that currently, the request is at the CalHR Department for approval.

She reported that the Committee's last vacant position is a Staff Services Analyst that was granted as of July 1, 2015 to assist with the Educational programs since the Committee oversees this area.

She introduced the Committee's new receptionist, Mary Chanthavong, to the Committee and said that she is a wonderful addition to the staff.

- B) Required Board Member Trainings – Ms. Hubble reminded the Committee members of the required trainings in Sexual Harassment Prevention (SHP), Ethics, and a new requirement of Defensive Driver training. She stated that the only required trainings for 2015 are the SHP and Ethics, as 2015 is a reporting year for the department. She also said that for any members that will be reappointed in the near-future or at any time, they will be required to complete the New Member Orientation Training as a refresher, as the department has this as a new requirement.

Ms. Hubble introduced the Committee's newest public member, Sandra Klein, who originates from the Orange County area and looks forward to working with her.

- C) Form 700 Conflict of Interest (COI) Filing - Ms. Hubble reminded the members about the requirement to submit the Form 700 to report any COI issues from the prior year to the Fair Political Practices Commission each year. She stated that this year will be different, as there is a choice to file the form electronically and not by hardcopy. She said that Anthony Lum will be attending a training about how to file the form electronically.
- D) BreEZe Computer System - Ms. Hubble reported that the new BreEZe computer system is scheduled to be implemented in January 2016 which will allow applicants and licensees to submit their documents online and pay with a credit card. She said that staff have been involved in multiple testing and training sessions to help prepare them for when the system is activated. She reported that Committee staff, President Moultrie, along with DCA Executive Director, Awet Kidane, and interested stakeholders such as CDHA and CDHEA, participated in a teleconference on November 19, 2015, to discuss the BreEZe project. She said that one topic that was discussed was how the Committee and interested stakeholders could notify applicants and licensees of the coming changes and solutions such as posting

notifications on their websites, email blasts, and notifications included in the license renewal forms.

Ms. Hubble indicated that in January 2016 prior to the implementation date, there will be a period of time (roughly 2 weeks) where the current computer system is turned off so that no transactions can occur while the information from the legacy system is transferred into the new BreEZe computer system. She said that the Committee is working with DCA, CDHA, and CDHEA to spread the message of this computer down time and that no transactions will occur.

She reported that she will utilize outreach, attend the CDHEA meeting in January 2016, and the student regional conferences to further inform all entities on BreEZe, especially since there will be an increase in the number of individuals applying for licensure in the coming months.

- E) Educational Course Applications - Ms. Hubble reported that the Committee received an application from Cabrillo College in Aptos, CA for the Soft Tissue Curettage, Local Anesthesia, and Nitrous Oxide and Oxygen administration (SLN) course. She said that the application has been reviewed, was complete, and the school can offer the SLN course whenever they are ready to implement it.

Ms. Hubble reported that the Interim Therapeutic Restoration (ITR) trainings took place and some schools have informed the Committee that they are ready to incorporate this new function into their program. She said that schools that are ready for ITR implementation are: Southwestern College in National City, CA, Foothill College in Los Altos Hills, CA, and West Coast University in Anaheim, CA. She continued that currently, there are over 70 licensees trained to provide the ITR training.

- F) Administration of Committee's Clinical Examination – Ms. Hubble reported that over the past few years, the interest in the Committee's Clinical Examination has been declining, especially with the acceptance of the two regional examinations. She reported that last year, the Committee received 3 applications for the exam; whereas in past years, the Committee tested over 700 candidates. She stated that there is no plan to offer and schedule the examination in 2016 due to the lack of interest, but if there is interest in the future, the Committee has the flexibility to schedule an exam administration. She reported that the growing trend and reason the interest in the Committee's exam is waning is because the students prefer to take the regional examinations (i.e., WREB and CRDTS) primarily due to their portability. She stated that when a student passes a regional examination, the score is valid in multiple states and jurisdictions, whereas the California Clinical Exam is only valid in California.
- G) Committee's Newsletter and Laws and Ethics Book – Ms. Hubble reported that a new newsletter is being finalized and should be released in late December 2015 or early January 2016. She thanked Rick Wallinder, Retired Annuitant, for all of his efforts to assemble the latest newsletter's content.

Ms. Hubble provided an update on the latest version of the Law and Ethics book and, due to the current heavy staff workload, will be revised in early February 2016.

Mr. Lum stated that he will strive to maintain up to date communications through the Committee's website and email blasts about the status of the implementation of the new BreEZe computer system and when the 2-week blackout time in January 2016 will occur where no office transactions take place due to the switch of computer systems.

**FULL 7 – Update from the Dental Board of California (DBC)**

Karen Fischer, DBC Executive Officer, reported that the DBC recently had their elections for new officers and they are:

Steve Morrow - President, dentist, and professor at Loma Linda University.  
Judith Forsythe – Vice President, Registered Dental Assistant  
Steve Afriat – Secretary, Public Member appointed by the State Assembly

She said that the DBC has hired 23 new staff to fill positions that were vacant in the past year. She indicated that the Form 700 will need to be submitted electronically to the FPPC through a system called Netfile for all DCA board members and employees (due by April 1, 2016). She stated that upon filing, a confirmation will be issued.

Ms. Fischer reported that the 2016 DBC meeting dates are:

March 3-4, 2016 in San Diego;  
May 11-12, 2016 in Anaheim;  
August 18-19, 2016, location TBD; and  
December 1-2, 2016, location TBD.

She stated that the Committee is always invited to attend the DBC meetings and looks forward to the continuation of work with the Committee and maintaining the good relationship that has been established.

She said that the past year has been heavily involved with regulations. She reported that the DBC's Sunset Review was approved and their authority has been extended until January 1, 2020. She stated that Assembly Bill (AB) 179 (Ch. 510, Statutes of 2015) allows the DBC to collect email addresses and will be a requirement as of July 1, 2016. She summarized other issues that the bill addresses as well, and one of particular note was to provide the DBC the ability to suspend the RDA practical examination. She said that the DBC is conducting an occupational analysis for RDAs and RDAEFs and believed that the DBC will temporarily suspend the exam to further analyze it. She reported that the DBC will determine if it is necessary at all, change it in some manner, or whether it is possible to have what is tested in the practical examination be placed into the written examination.

Ms. Fischer said that the DBC is also resource and staff stressed due to the BreEZe project and it has been affecting their ability to get work done (similarly to what the current Committee staff is experiencing); however, she added that the DBC currently has no work backlogs.

She reported that Legislatively, AB 880 (Ch. 409, Statutes of 2015) was approved and allows dental students to participate in Sponsored Free Healthcare events practicing dentistry under the supervision of their educational program's faculty.

**FULL 8 – Update from Central Regional Dental Testing Services, Inc. (CRDTS) Regarding Testing in California**

Kim Laudenslager said that in December 2015, CRDTS arranged the first examination administration in Sacramento where President Moultrie and Ms. Hubble were able to attend and observe how CRDTS administers their dental hygiene examination. She stated that CRDTS offered six exam administrations in California at the following locations: Chabot College, Carrington College, West Coast University, Cabrillo College, Concorde – San Bernardino Campus, and San Joaquin College – Visalia, where over 200 candidates were tested. She said that the program directors receive the exam results at about the same time as the students, which is roughly 3-4 days after the exam is administered. She reported that the pass rate for California students was 92%. She indicated that for 2016, there are three new testing sites that have made themselves available which are Diablo Valley College, Fresno City College, and Southwestern College in National City. She said that CRDTS will be administering exams in April, June, July, September, and December of 2016 which makes access to schedule their examination easier for the students.

She said that Ms. Hurlbutt is serving on the CRDTS Steering Committee and President Moultrie is serving on CRDTS Exam Review Committee; both of whom are the California representatives for CRDTS.

**FULL 9\*\* – Update from Western Regional Examining Board (WREB) Regarding Adding Intraoral and Extraoral Component to the Dental Hygiene Clinical Examination**

\*\*Note: This agenda item was heard out of order and moved to after agenda item FULL 15 to accommodate the WREB representative's delayed arrival.

**FULL 10 – Budget Update**

Mr. Lum reported that the Committee's 2015 – 16 expenditure budget was increased by roughly \$250,000 to accommodate the additional cost of the new BreEZe computer system and a new Staff Services Analyst position that was approved as of July 1, 2015.

Mr. Lum directed the members to the Expenditure Projection Table where he detailed the latest Committee's expenditures through October 2015. He explained that currently, the Committee is spending between \$110,000 - \$130,000 per month and that the current budget is not projected or threatened to be overspent. He stated that there will be some salary savings for this year, as the Committee's current vacant positions provide a cost savings since the funds are not being spent on those salaries until the positions are filled.

Mr. Lum then reviewed the the Committee's revenue totals over multiple fiscal years chart. He stated that the Committee is currently on track to receive the amount of revenue projected over the entire fiscal year barring any unusual decrease in the number of licenses renewed this year. He reported that although the Committee approved to increase its Application Fee in all licensure categories at the May 2015 meeting, due to the inability to efficiently make the fee change in the new BreEZe computer system without an enormous cost for the modifications, there will be a delay in implementing the fee for about three months. He said at that time, DCA will take control of the computer system and should be able to make the changes to it at a drastically reduced cost rather than having the current vendor make the change now. He said until the change in the fee is made, the Committee will continue to charge the existing \$50.00 Application Fee where there will be some revenue lost during the delay to change the fee, but it should be less than at any other time of the year due to the decrease number of applications for licensure that the Committee receives.

Ms. Hubble stated that there was full intention on informing all of the dental hygiene program directors of the Application Fee change; however, with the delay in implementation, staff wanted to inform the Committee first of the delay before informing the program directors. She said there will be information about the fee increase posted on our website to inform everyone of when it will be implemented.

Mr. Lum reviewed the Committee's Fund Condition to report the state of the Committee's fund. He explained that although the reserves indicate a healthy reserve at this point, the Committee is only allowed to spend the amount that is authorized in each year's Governor's budget. He continued that if the Committee needs more financial resources to conduct its business, it would need to be requested through a budget change proposal.

Ms. Hurlbutt inquired as to what the entire cost of the BreEZe computer system has been for 2015. Mr. Lum stated that the Committee's share of the cost for 2015 is about \$200,000 and is rolled into the OIS Pro Rata on the Expenditure Report. Ms. Hurlbutt requested a line item be present on the Committee's expenditure report for the next meeting separate of other line items. Mr. Lum stated that he will put a BreEZe line item into his next budget expenditure report.

#### **FULL 11 – 2015 – End of Year Legislative Report**

Ms. Hubble referenced the legislation chart in the meeting materials. She said that Senate Bill (SB) 800 (Ch. 426, Statutes of 2015) is the department's Omnibus Bill and the section that affects the DHCC adds the Feasibility Study Review Fee to BPC section 1944(9) clarifying what the fee pays for. It states:

(9) The fee for each curriculum review, feasibility study review, and site evaluation for educational programs for dental hygienists who are not accredited by a committee-approved agency shall not exceed two thousand one hundred dollars (\$2,100).

She reported that Assembly Bill (AB) 178 where it repeals the DBC Registered Dental Assistant examination until January 1, 2017, was

removed and placed into AB 179 (Ch. 510, Statutes of 2015) in a different format.

She said that AB 502 (Ch. 516, Statutes of 2015) passed and it allows the incorporation of the RDHAPs to become professionally incorporated.

**FULL 12 – Update on Regulations:**

Mr. Lum reported that due to the current heavy workload and staffing issues the past 6 months, primarily the BreEZe project, the regulatory packets were delayed from going through the regulatory process. He reported on the following regulatory packages:

- a. Remedial Education, California Code of Regulations (CCR), Title 16, Division 11, §1108.

Mr. Lum stated that this regulatory packet was disapproved by the Office of Administrative Law (OAL) in March 2015 in which the Committee had 120 days to revise the regulatory packet to resubmit to OAL for a second review. With the previously mentioned workload Committee staff was addressing, two subsequent time extension requests were made and approved by OAL to allow more the time to submit the packet to them for review. He reported that the new deadline to submit the packet to OAL for review is February 2016.

- b. Educational Programs, CCR, Title 16, Division 11, §§1103, 1105, 1105.1, 1105.2, 1105.3, 1105.4, & 1106.

Mr. Lum reported that this was another regulatory packet that was disapproved by OAL in April 2015. He explained that after discussing the issue with the OAL reviewing attorney, a disapproval, although negative in connotation, can be a positive because all of the faults or errors contained in the packet are identified, are the only issues that need to be addressed (as opposed to the entire regulatory packet and starting from square one), and corrected within the OAL 120 day extension that is granted after a disapproval. He said that this was actually simpler than starting from the beginning if the Committee had to resubmit the entire regulatory packet. Mr. Lum said that due to the current heavy staff workload, extension requests were also submitted to OAL for approval and were granted. The packet is now due to OAL by early March 2016 for their review.

- c. Administration and Examinations, CCR, Title 16, Division 11, §§1101, 1121, 1122, 1124, 1126, 1127, & 1133.

Mr. Lum reported that this regulatory packet was at DCA under review and currently in the DCA Legislative and Regulatory Unit. He said the next step is for the DCA Executive Office to review and hopefully approve the packet before it is forwarded over to OAL for their review.

**FULL 13 – Discussion and Possible Action to Amend Proposed Regulatory Language as a Result of The Office of Administrative Law’s Disapproval of DHCC’s Rulemaking Relevant to Feasibility Study – CCR, Title 16, Division 11, §§1104, 1104.1, & 1104.2**

Ms. Hubble stated that this regulatory packet was disapproved by OAL in September 2015. She said that in the meeting materials, there are the staff recommendations to the items identified by OAL that need to be addressed and revised prior to the next OAL review. She reviewed each change with the Committee for discussion, recommended changes, and approval.

Ms. Hurlbutt suggested on changing one phrase pertaining to an equivalent accrediting body to, "...or an equivalent accrediting body as determined by the Committee."

Ms. Hubble stated that staff recommends to only reference the Commission on Dental Accreditation Self-Study Guide so that if it is updated, the reference can be updated based on the version and title as well without having to put the self-study guide into regulation. She also said that it would be posted on the website for easy public reference.

She reported that with regard to the payment of the \$2,100.00 fee, it is clarified and corrected in the 2015 DCA Omnibus Bill where the Feasibility Study Fee is directly addressed and contained in Business and Professions Code Section 1944(a)(9) where it states that the Committee will receive this fee for the feasibility study.

She reported that the remaining changes are more of grammatical or format in nature and does not make any substantive changes to the content of the regulation.

- Motion: Garry Shay moved to adopt the staff recommended changes to the regulatory packet as indicated in the Committee Action Requested section of the agenda item [i.e., Direct staff to make any necessary changes to the Initial Statement of Reasons (ISR) and Final Statement of Reasons (FSOR), notice the document and the proposed changes for a 15-day public comment period, and delegate authority to the Executive Officer to adopt the changes and to make any non-substantive changes necessary to complete the rulemaking file].**

**Timothy Martinez seconded the motion.**

**Vote: The motion passed 7-0 (Susan Good was absent).**

NAME	Minutes VOTE:		OTHER
	Aye	Nay	
Susan Good			Absent
Michelle Hurlbutt	X		
Noel Kelsch	X		
Sandra Klein	X		
Timothy Martinez	X		
Nicolette Moultrie	X		
Garry Shay	X		
Evangeline Ward	X		

**FULL 14 – Discussion and Possible Action Regarding Proposed Regulatory Language as a Result of Comments Received During the 15-day Public Comment Period for DHCC’s Rulemaking to Add CCR, Title 16, Division 11, §1100 Regarding Definitions**

Ms. Hubble reported that this regulatory packet has come before them previously, as there were some comments received that were addressed at the May 2015 Committee meeting. She said that after a 15-day comment period, additional comments were received which are being presented today. She proceeded through each comment and made modifications where suggested. The Committee staff recommendations were:

- 1) To change section (f) in the last sentence to read, "...for the primary purpose of formulating a dental hygiene care or treatment plan." Kathi Mudge from the CDA thanked the Committee for their efforts to improve clarity on this definition.
  - 2) In section (h), change "preventative" to "preventive" in this section.
  - 3) Committee staff recommended to reject the comment received from Lygia Jolley, CDHA, that the word "diagnosis" not be struck from the definition of the dental hygiene care plan. The recommendation to not accept the comment is based upon the fact that dental hygienists cannot diagnose at the current time as per BPC section 1908(b)(1).
- **Motion: Michelle Hurlbutt moved to accept the amendments and direct staff to notice the proposed changes for a 15-day comment period and delegate to the Executive Officer any non-substantive changes necessary to complete the rulemaking file.**

**Noel Kelsch seconded the motion.**

**Vote: The motion passed 7-0 (Susan Good was absent).**

NAME	Minutes VOTE:		OTHER
	Aye	Nay	
Susan Good			Absent
Michelle Hurlbutt	X		
Noel Kelsch	X		
Sandra Klein	X		
Timothy Martinez	X		
Nicolette Moultrie	X		
Garry Shay	X		
Evangeline Ward	X		

**FULL 15 – Election of Officers**

President Moultrie asked Sabina Knight, DCA Legal Counsel, to preside over the election of DHCC officers. Ms. Knight announced that Ms. Good, although absent, communicated that she would accept an officer position if nominated.

Ms. Knight asked the members for any nominations for the DHCC President.

- **Motion: Nicolette Moultrie nominated Noel Kelsch as the 2016 DHCC President.**

**Ms. Kelsch accepted the nomination.**

**Vote: The motion passed 7-0 (Susan Good was absent).**

NAME	Minutes VOTE:		OTHER
	Aye	Nay	
Susan Good			Absent
Michelle Hurlbutt	X		
Noel Kelsch	X		
Sandra Klein	X		
Timothy Martinez	X		
Nicolette Moultrie	X		
Garry Shay	X		
Evangeline Ward	X		

Ms. Knight asked the members for any nominations for the DHCC Vice President.

- **Motion: Nicolette Moultrie nominated Susan Good as the 2016 DHCC Vice President.**

**As per Ms. Knight's announcement prior to the start of the elections, Susan Good would accept any DHCC officer nomination presented in her absence.**

**Vote: The motion passed 7-0 (Susan Good was absent).**

NAME	Minutes VOTE:		OTHER
	Aye	Nay	
Susan Good			Absent
Michelle Hurlbutt	X		
Noel Kelsch	X		
Sandra Klein	X		
Timothy Martinez	X		
Nicolette Moultrie	X		
Garry Shay	X		
Evangeline Ward	X		

Ms. Knight asked the members for any nominations for the DHCC Secretary.

- **Motion: Michelle Hurlbutt nominated Evangeline Ward as the 2016 DHCC Secretary.**

**Ms. Ward accepted the nomination.**

**Vote: The motion passed 7-0 (Susan Good was absent).**

NAME	Minutes VOTE:		OTHER
	Aye	Nay	
Susan Good			Absent
Michelle Hurlbutt	X		
Noel Kelsch	X		
Sandra Klein	X		
Timothy Martinez	X		
Nicolette Moultrie	X		
Garry Shay	X		
Evangeline Ward	X		

**FULL 9\*\* – Update from Western Regional Examining Board (WREB) Regarding Adding Intraoral and Extraoral Component to the Dental Hygiene Clinical Examination**

Kelly Reich provided an update on the WREB clinical examination. She stated that WREB had a very good year in 2015 and will be introducing a new exam component called the EIE (Extra Intraoral Exam) into the 2016 clinical examination which is not a graded procedure, but is evaluated by examiners. She provided a summary of what an examinee is required to do for the EIE and indicated that WREB is continuing to possibly add new components to the exam in 2017 and 2018 consisting of different types of assessments for the exam.

Ms. Reich stated that WREB has been in California since 2011 and is continually working on their relationships with educators in the state. She said that the initial number of candidates examined was about 217 and in 2015, WREB examined 555 candidates. She said that there are also candidates who take WREB's local anesthesia exam and in 2014 there were 364, and in 2015 there were 97 candidates.

**FULL 16 – Proposed 2016 Meeting Dates and Locations**

Ms. Hubble stated that traditionally, the Committee has met in May and December of each year.

The dates for the May 2016 meetings was approved for Friday, May 6, 2016 and Saturday, May 7, 2016 in Southern California. The exact location is TBD.

The December 2016 meetings were approved for Saturday, December 3, 2016 and Sunday, December 4, 2016 in Sacramento at the Committee's headquarters hearing room.

- **Motion: Michelle Hurlbutt moved to have the 2016 DHCC meeting dates approved with the exact location for the Southern California meeting to be determined.**

**Garry Shay seconded the motion.**

**Vote: The motion passed 7-0 (Susan Good was absent).**

NAME	Minutes VOTE:		OTHER
	Aye	Nay	
Susan Good			Absent
Michelle Hurlbutt	X		
Noel Kelsch	X		
Sandra Klein	X		
Timothy Martinez	X		
Nicolette Moultrie	X		
Garry Shay	X		
Evangeline Ward	X		

**FULL 17 – Future Agenda Items**

Vicki Kimbrough asked the Committee if there could be a future agenda item that addressed a fast track to licensure for out-of-state licensees and especially for individuals in the military.

Joann Galliano asked the Committee to consider category 2 educational units for licensees to participate in health fairs to earn continuing education credits toward the licensee’s license renewal.

Karen Andrews at Ms. Hurlbutt’s teleconference site requested the Committee to look into a retired license status.

Lygia Jolley requested the Committee to consider the anesthesia requirement for individuals coming to California from out-of-state for volunteer purposes and to obtain the dental hygiene license.

**FULL 18 – Closed Session**

Pursuant to subdivision (c)(3) of section 11126 of the Government Code, the Committee will meet in Closed Session to deliberate on disciplinary matters.

The Committee returned to open session once Closed Session was adjourned.

**FULL 19 – Adjournment**

The December 5, 2015 Full DHCC teleconference meeting adjourned at 12:40 p.m.

NOTES:

\*A last minute change in venue was necessary due to logistical issues (no lights) in the noticed location.

\*\*FULL 9 was heard out of order after FULL 15 to accommodate the late arrival of WREB’s representative.



**Friday, May 6, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Agenda Item 3**

President's Report:

A verbal report will be provided.



**Friday, May 6, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Agenda Item 4**

Executive Officer's Report:

A verbal report will be provided.



**Friday, May 6, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Agenda Item 5**

Update from the Dental Board of California



**Friday, May 6, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Agenda Item 6**

Discussion and Possible Action to Increase Fee by  
Resolution for Curriculum Review, Site Evaluation, and  
Feasibility Study for New Dental Hygiene Educational  
Programs –  
Business and Professions Code section 1944(a)(9)



## MEMORANDUM

<b>DATE</b>	May 7, 2016
<b>TO</b>	DHCC Committee Members
<b>FROM</b>	Anthony Lum, Assistant Executive Officer
<b>SUBJECT</b>	Agenda Item 6 – Discussion and Possible Action to Increase Fee for Curriculum Review, Site Evaluation, and Feasibility Study Review for New Dental Hygiene Educational Programs – Business and Professions Code § 1944(a)(9)

### Background

Senate Bill 1202 (Ch. 331, Statutes of 2012) provided the Committee with the authority to implement a fee by resolution to review the curriculum, feasibility study, and site evaluation of the entity requesting to implement a new dental hygiene educational program. However, when the original fee resolution was enacted, the feasibility study was not included in the fee detail.

### Committee Action

Staff recommends to the Full Committee to approve a new fee resolution that includes the feasibility study along with the curriculum review and site evaluation in the description of the fee so it will minimize any confusion from potential dental hygiene educational program applicants.



**Friday, May 6, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

Recess of the Full Committee until  
9:00 a.m. Saturday, May 7, 2016.

Commence with the DHCC Subcommittee Meetings