



## **DENTAL ASSISTING COUNCIL MEETING MINUTES**

**Thursday, November 6, 2014**

Sportsmen's Lodge Events Center, Waterfalls Room  
12833 Ventura Blvd., Studio City, CA 91604

### **Members Present**

Chair - Teresa Lua, RDAEF  
Vice Chair - Anne Contreras, RDA  
Pamela Davis-Washington, RDA  
Judith Forsythe, RDA  
Tamara McNealy, RDA  
Emma Ramos, RDA  
Bruce Whitcher, DDS

### **Members Absent**

#### **1. Call to Order/Roll Call/Establishment of Quorum**

Teresa Lua, Chair, called the Dental Assisting Council to order at 4:00 p.m. Roll was called and a quorum established.

#### **2. Approval of the May 29, 2014 and August 25, 2014 Dental Assisting Council Meeting Minutes**

M/S/C (Whitcher/Forsythe) to approve the May 29, 2014 minutes. The motion passed unanimously. M/S/C (McNealy/Forsythe) to approve the August 25, 2014 minutes. The motion passed unanimously.

#### **3. Staffing Update**

Sarah Wallace, Assistant Executive Officer gave an overview of the information provided.

#### **4. Discussion and Possible Action Regarding the Status of Dental Assisting Program and Course Applications**

Ms. Wallace gave an overview of the statistics provided. There was discussion about the timeline from provisional approval to full approval. Ms. Wallace stated that she would provide a timeline at the next meeting. There was discussion regarding subject matter experts (SME's). Dr. Lori Gagliardi, California Association of Dental Assisting Teachers (CADAT) asked if the Board was aware of how many students the provisional schools were graduating for assurance of space in the examination. Ms. Wallace stated that she would provide that data at the next meeting. There was discussion regarding the Orthodontic Assistant examination and whether there were statistics on how many licentiates held an ultrasonic scaling permit prior to taking this course which contains a requirement for ultrasonic scaling. Ms. Wallace will research that data.

**5. Dental Assisting Program Licensure and Permit Statistics**

Ms. Wallace gave an overview of the statistics provided and asked the Council members if they had ideas about what types of trends they would like to see. Ms. Forsythe suggested trends on reasons for delinquency. Ms. McNealy asked about fingerprint holds. Ms. Wallace stated that she is currently working with staff to determine the cause of the delays. Dr. Lori Gagliardi, CADAT, commented that she would also like to know the reasons for delinquencies. Ms. Fischer explained that with the current system we are not able to add a category such as reason for cancellation or delinquency. It may be possible to collect that information when the new system is put in place.

**6. Discussion and Possible Action Regarding the Re-Appointment of Existing Registered Dental Assistant in Extended Functions (RDAEF) Examiners Pursuant to Business & Professions Code Section 1753.4**

Ms. Wallace stated that staff is still in the process of collecting and reviewing the curriculum vitae's of the examiners. She requested that this item be tabled for a future meeting. Ms. Lua tabled the item for a future meeting.

**7. Update on the 2015 Examination Dates**

Ms. Wallace gave an update regarding the information provided. She commented that staff is working on confirming sites and dates in 2015 for the Registered Dental Assistant in Extended Functions (RDAEF) examination. Shelly Sorensen, Reedley College commented that she and her students support the Santa Maria examination site. Claudia Pohl, Citrus College, commented on the criteria that qualifies or disqualifies a candidate to take the examination. There was discussion surrounding this topic.

**8. Update on the December 15, 2014 Dental Assisting Council Workshop**

Ms. Wallace gave an update regarding the information provided confirming that the Dental Assisting Council workshop will be held on December 15, 2014 in Sacramento.

**9. Dental Assisting Council Officer Elections**

Dr. Bruce Whitcher opened nominations for Chair and Vice-Chair of the Dental Assisting Council for 2015. Judith Forsythe was nominated for Chair. Ms. Forsythe accepted the nomination. Tamara McNealy was nominated for Chair. Ms. McNealy respectfully declined the nomination. The vote in favor of Ms. Forsythe was unanimous with no abstentions. Anne Contreras was nominated for Vice-Chair. Ms. Contreras accepted the nomination. Tamara McNealy was nominated for Vice-Chair. Ms. McNealy accepted the nomination. There were three votes for Ms. McNealy and four votes for Ms. Contreras. The majority vote goes to Ms. Contreras for Vice-Chair.

**10. Public Comment for Items Not on the Agenda**

Zena Delling commented that many applicants for the RDA examinations who are trained on the job ask if all of the requirements must be met prior to applying to take the examination. Ms. Fischer suggested that she speak with Ms. Wallace after the meeting or request that this item be placed on a future agenda.

**11. Council Member Comments for Items Not on the Agenda**

Tamara McNealy commented that she would like to revisit the re-evaluation of examiners for the RDA examination.

**12. Adjournment**

The Council adjourned at 4:30 p.m.