



**DENTAL BOARD OF CALIFORNIA  
DENTAL ASSISTING COUNCIL  
MEETING MINUTES  
November 18, 2021**

NOTE: In accordance with Government Code Section 11133, the Dental Assisting Council (Council) of the Dental Board of California (Board) met on November 18, 2021, via teleconference/WebEx Events, and no public locations or teleconference locations were provided.

**Members Present:**

Jeri Fowler, CDA, RDAEF, OA, Vice Chair  
Cara Miyasaki, RDA, RDHEF, MS  
Rosalinda Olague, RDA, BA  
Joanne Pacheco, RDH, MAOB  
Traci Reed-Espinoza, RDAEF

**Staff Present:**

Karen M. Fischer, MPA, Executive Officer  
Sarah Wallace, Assistant Executive Officer  
Tina Vallery, Chief of Administration and Licensing  
Wilbert Rumbaoa, Administrative Services Unit Manager  
Carlos Alvarez, Chief of Enforcement Field Offices  
Bernal Vaba, Chief of Regulatory Compliance and Discipline  
Kayla Surprenant, Dentistry Licensing and Examination Unit Manager  
Emilia Zuloaga, Dental Assisting Program Manager  
Mirela Taran, Administrative Analyst  
Tara Welch, Board Counsel, Attorney III, Department of Consumer Affairs (DCA)

Agenda Item 1: Call to Order/Roll Call/Establishment of a Quorum

Council Vice Chair, Ms. Jeri Fowler, called the meeting to order at 9:06 a.m.; five members of the Council were present, and a quorum was established.

Agenda Item 2: Public Comment on Items Not on the Agenda

There were no public comments made on this item.

Agenda Item 3: Discussion and Possible Action on August 19, 2021 Meeting Minutes

Motion/Second/Call the Question (M/S/C) (Miyasaki/Reed-Espinoza) to approve the August 19, 2021 Meeting Minutes.

Ayes: Fowler, Miyasaki, Olague, Pacheco, Reed-Espinoza.

Nays: None.

Dental Assisting Council  
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Abstentions: None.  
Absent: None.  
Recusals: None.

The motion passed and the minutes were approved. There were no public comments made on this item.

Agenda Item 4: Update on Dental Assisting Educational Program and Course Applications and Re-Evaluations

Ms. Tina Vallery, Chief of Licensing and Administration, provided the report, which is available in the meeting materials. A re-evaluation update will be provided at the next Council meeting in 2022.

There were no public comments made on this item.

Agenda Item 5: Update Regarding Council Member Vacancies and Recruitment

Ms. Karen Fischer, Executive Officer, provided the report, which is available in the meeting materials. Since the last Council meeting, two members, Ms. Melinda Cazares and Ms. Michele Jawad, resigned from the Council. Both members had other obligations that did not allow them to be able to participate in these meetings. The Board posted a recruitment on its website, and the stakeholder associations have put forth word that the Council is recutting for two registered dental assistants (RDA) employed clinically in a private dental practice or public safety net or dental health care clinic. In the event that the subcommittee of Ms. Olague and Ms. Pacheco are unable to find suitable candidates to bring before the Board at the February meeting, the Board will keep the recruitment notice open as a continuous recruitment until those two positions can be filled.

There were no public comments made on this item.

Agenda Item 6: Update on Dental Assisting Examination Statistics

Ms. Vallery provided the report, which is available in the meeting materials. Data for fiscal year (FY) 2021/2022 in relation to the Orthodontic Assistant (OA) Permit written examination is reported incorrectly in the memorandum. As mentioned at the previous Board meeting, the DCA Office of Professional Examination Services (OPES) conducted an occupational analysis of OA practice, which resulted in an update being made to the OA Permit written examination. On September 1, 2021, the OA Permit written examination was modified to adjust the examination content. During the initial release of a new examination, exam scores are held pending evaluation and validation of the preliminary passing scores established. The OA permit written exam scores were released in late October and may not be reflected accurately in this present memorandum as it was prepared prior to the release of scores. Updated information will be provided at the next Council meeting.

Council Member, Ms. Cara Miyasaki, mentioned that goal 1.3 of the Board's Strategic Plan states that there is a workforce shortage among dental assistants. She believes the

low licensure pass rate for the Registered Dental Assistant (RDA) written exam could be contributing to the shortage. Regarding goal 1.4 of the Strategic Plan, she asked whether it needs to be addressed by the Council before it is addressed by the Board. Since the Strategic Plan was not agendaized on the Council's agenda, Ms. Fischer replied that Board staff would take note of Ms. Miyasaki's comments and follow up. Vice Chair Fowler thanked Ms. Vallery for pointing out the OA permit information as being incorrect and looked forward to the 2022 meeting when the Council could discuss the statistics further.

There were no public comments made on this item.

#### Agenda Item 7: Update on Dental Assisting Licensing Statistics

Ms. Vallery provided the report, which is available in the meeting materials.

The Council received public comment. Claudia Pohl pointed out that the "License Type" for Dental Sedation Assistant (DSA) on page 21 of the meeting materials showed that for FY 2018/2019, there were 1,167 active DSAs, followed by 36, 38, and 38 for the following years. Ms. Pohl questioned whether the statistics were accurate and if they were not, she requested that the Council provide updated statistics on the numbers.

#### Agenda Item 8: Presentation by Department of Consumer Affairs, Office of Professional Examination Services (OPES) Regarding RDAEF Occupational Analysis

Ms. Karen Okicich, M.A., Research Data Supervisor II, from OPES, provided an overview of the RDAEF Occupational Analysis report, which is available in the meeting materials. In California, licensing boards are required to adhere to Business and Professions Code (BPC) Section 139. Ms. Okicich provided an overview of the factors that go into establishing validity and the cycle of examination development. She noted that the occupational analysis is an important and foundational part of examination development and provided an in-depth description of the process. Based on the results of the occupational analysis in conjunction with other analyses that OPES has performed regarding incorporating information from the clinical and practical exams into the written examination, OPES made two recommendations to the Board. The first recommendation was to adjust the content of the written examination by increasing the number of items in order to be able to assess those competencies from the written and practical examinations. The second recommendation that was provided was to increase the time that candidates are allowed to take the exam.

There were no public comments made on this item.

#### Agenda Item 9: Update Regarding RDAEF Licensure Requirements and Administration of New RDAEF Written Examination

Ms. Sarah Wallace, Assistant Executive Officer, provided the report, which is available in the meeting materials. There were no public comments made on this item.

#### Agenda Item 10: Discussion and Possible Action Regarding Legislative Proposal to Amend Business and Professions Code Sections 1750.2, 1750.4, and 1752.1 to Specify

Time Limits for Acceptance of Course Certifications for OA Permit and DSA Permit Applications and Clarify Board-Approved Course Requirements for RDA Applicants

Ms. Wallace provided the report, which is available in the meeting materials. Board staff suggested the Council consider whether a recommendation should be forwarded to the Board to amend BPC sections 1750.2, 1750.4, and 1752.1 to specify a time frame within which these courses should be successfully completed prior to applying to the Board for an OA or DSA permit. Additionally, the Council may wish to consider whether BPC section 1752.1 should be amended to specify that it is a two-hour course in the DPA and an eight-hour course in infection control that is required for licensure as an RDA. Ms. Wallace verbalized that if the Council wished to move forward with this recommendation, Board staff recommended that it be forwarded to the Board as a legislative proposal to be included as a new issue in the Board's Sunset Review Report, which is expected to be submitted next year. Ms. Welch clarified to Ms. Fowler that the motion should recommend to the Board a legislative proposal to amend BPC sections 1750.2, 1750.4, and 1752.1 to clarify the RDA, OA, and DSA course completion requirements for license and permit application.

(M/S/C) (Fowler/Miyasaki) to move to recommend to the Board a legislative proposal to amend BPC sections 1750.2, 1750.4, and 1752.1 to clarify the RDA, OA, and DSA course completion requirements for license and permit application.

Ayes: Fowler, Miyasaki, Olague, Pacheco, Reed-Espinoza.

Nays: None.

Abstentions: None.

Absent: None.

Recusals: None.

The motion passed. The Council received public comment. Claudia Pohl, representing California Dental Assistants Association (CDAA), thanked Board staff for bringing this issue forward. On behalf of the CDAA, she noted that they are in favor of this proposal.

Agenda Item 11: Discussion and Possible Action Regarding RDAEF Administration of Local Anesthesia and Nitrous Oxide

Ms. Wallace provided the report, which is available in the meeting materials.

Vice Chair Fowler proposed that the Council form a two-member committee to create relevant survey questions. She indicated that there are questions regarding procedure efficiency that need to be addressed that relate to the administration of local anesthesia. Vice Chair Fowler stated this issue is a very worthy topic that the Council needs to discuss further. She voiced that she would like to be a member of the committee. Council Member, Ms. Traci Reed-Espinoza, agreed with Vice Chair Fowler's comments and requested to put her name on the committee.

(M/S/C) (Fowler/Reed-Espinoza) for Vice Chair Fowler and Ms. Reed-Espinoza to establish a two-member working group to discuss the specific issues to be studied,

create relevant survey questions, and return to the Council with a list of the specific issues to be studied and survey questions.

Ayes: Fowler, Miyasaki, Olague, Pacheco, Reed-Espinoza.

Nays: None.

Abstentions: None.

Absent: None.

Recusals: None.

The motion passed. There were no public comments made on this item.

#### Agenda Item 12: Discussion and Possible Action Regarding Administration of Written Examinations in Different Languages

Ms. Wallace and Dr. Tracy Montez, Ph.D., Division Chief of Programs and Policy Review for DCA, provided the report, which is available in the meeting materials. Dr. Montez explained that to adapt a licensing exam into a language other than English, OPES takes an examination that is in English and brings in subject matter experts (SMEs), who are licensees, active and in good standing in the respected profession, to go through the exam items individually and translate them to the best of their ability in the desired language. Afterwards, the exam is translated back into English with another set of SMEs to determine whether the true intent of the question was captured. Dr. Montez communicated that it is extremely costly to bring in SMEs to examine or translate exam forms each time they are rotated. This results in an important consideration when faced with the decision of whether to adapt an examination.

Ms. Miyasaki thanked Dr. Montez for the presentation and inquired how other languages for the Board of Barbering and Cosmetology (BBC), such as Vietnamese and Korean, are doing, if there are statistics for those languages, and if the pass rates are comparable. Dr. Montez suggested that this information can be found on the BBC website. Dr. Montez replied that the BBC exams appear to be reasonable as they have not been a concern to the BBC; the BBC has been really focused on Spanish. At the moment, the BBC uses a national vendor to develop their exams.

There were no public comments made on this item.

#### Agenda Item 13: Election of 2022 Council Chair and Vice Chair

Ms. Fischer facilitated the election. She opened the floor for nominations for the position of Chair.

Ms. Olague nominated Vice Chair Fowler. Vice Chair Fowler accepted the nomination. There were no additional nominations.

Ayes: Fowler, Miyasaki, Olague, Pacheco, Reed-Espinoza.

Nays: None.

Abstentions: None.

Absent: None.  
Recusals: None.

The vote passed. Vice Chair Fowler was elected Chair.

Ms. Fischer opened the floor for nominations for the position of Vice Chair of the Council.

Vice Chair Fowler nominated Ms. Traci Reed-Espinoza. Ms. Reed-Espinoza accepted the nomination. There were no additional nominations.

Ayes: Fowler, Miyasaki, Olague, Pacheco, Reed-Espinoza.  
Nays: None.  
Abstentions: None.  
Absent: None.  
Recusals: None.

The vote passed. Ms. Reed-Espinoza was elected Vice Chair.

Agenda Item 14: Adjournment

Vice Chair Fowler adjourned the meeting at 10:42 a.m.