



**Dental Assisting Committee Meeting Minutes**  
**Thursday November 4, 2010**  
**El Segundo, CA**

**Members Present:**

Judith Forsythe, RDA, Chair  
Bruce Whitcher, DDS, Vice Chair  
Fran Burton, Public Member  
Luis Dominicus, DDS  
Huong Le, DDS  
Thomas Olinger, DDS

**Members Absent:**

**Staff Present:**

Richard DeCuir, Executive Officer  
Denise Johnson, Assistant Executive Officer  
Donna Kantner, Licensing & Examination Unit Manager  
Lori Reis, Complaint & Compliance Manager  
Kim A. Trefry, Enforcement Chief  
Jocelyn Campos, Enforcement Coordinator  
Karen Fischer, Administrative Analyst  
Sarah Wallace, Legislative/Regulatory Analyst  
Linda Byers, Executive Assistant  
Kristy Shellans, DCA Senior Staff Counsel  
Greg Salute, Deputy Attorney General

Ms. Judith Forsythe, Chair, called the committee meeting to order at 9:30a.m. Roll was called and a quorum was established.

**DA 1 – Approval of the May 5, 2010 Dental Assisting Committee Meeting Minutes**

M/S/C (Whitcher/Le) to accept the May 5, 2010 Dental Assisting Committee meeting minutes. The motion passed unanimously.

**DA 2 – Staff Report Regarding Course Approvals for Registered Dental Assistant (RDA), Registered Dental Assistant in Extended Functions (RDAEF), Radiation Safety, Coronal Polish, Pit and Fissure Sealants, Infection Control, Ultrasonic Scaler, Dental Sedation Assistant, and Orthodontic Assistant. (Information Only)**

Richard DeCuir, Executive Officer reported that about a year ago the Dental Board and Board staff took a look at all the pending course approvals. At that time there were 83 courses pending approval. With the help of Georgetta Griffith, former Executive Officer, a review was done. It was found that the Board was nothing more than a conduit and that the approvals being done by Consultants from COMDA were taking an average of 7.5 months per course to complete. A new process was put in place by which staff completed the review process with the help of the Consultants as needed. With the new process in place, staff was able to review 38 pending applications in about one month, averaging 2 applications per day. Ms. Tanya Webber joined the Board staff in September and began training with Ms. Griffith to take over the staff review process. Since the addition of Ms. Webber, staff has completed the review of 37 additional applications. In total the Board staff has completed the review of 75 Dental

Assistant Educational Courses. All prior and pending course applications have been reviewed. The initial goal was 60 days per application reviewed. The staff average for application review is currently 30-45 days. Judith Forsythe requested that staff provide the committee with a list of approved, pending, withdrawn and denied courses at each Board meeting. Mr. DeCuir agreed to the request.

**Public Comment**

There was no public comment.

**Adjournment**

The meeting adjourned at 9:40 a.m.