

**Committee on Dental Auxiliaries**

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**Committee on Dental Auxiliaries  
Public Meeting Minutes  
January 23, 2008  
Sacramento, California**

A public meeting of The Committee on Dental Auxiliaries (COMDA) was held January 23, 2008 at the Department of Consumer Affairs, North Market St. in Sacramento. Due notice had been sent to all known interested parties.

**1. Call to order/Member roll call**

Chairperson Judith Forsythe called the meeting to order at 9:04 a.m. and welcomed everyone. Committee Secretary William Baker called the roll and a quorum was established with the following members present:

- Judith Forsythe, RDA
- Rochelle Bache, RDAEF
- William Baker, Public Member
- Debra Diaz, RDA
- Marlene Jacobus, RDH
- Rita Weisburg, DDS

Committee members introduced themselves giving a brief statement of their background.

**2. Closed Session – Discussion of personnel matters pursuant to Government Code Section 11126(a)(1)**

The Committee went into closed session at 9:11 a.m.

**3. Return to open session**

The Committee returned to open session at 2:02 p.m. and Chairperson Forsythe announced that the Committee had made a decision on the Executive Officer position, but an offer to the person selected needed to be made prior to announcing.

**4. Approval of Minutes**

M/S/C (Bache/Baker) to approve the November 14, 2007 open meeting minutes as presented with no corrections. The motion carried unanimously.

## **5. Chairperson's Report**

Chairperson Forsythe announced this being her first meeting that her report would be brief. She expressed looking forward to her Chairperson duties.

## **6. Report of the Interim Executive Officer**

Ms. Johnson reported being sworn in as Interim Executive Officer on December 3, 2007. She also reported meeting with the new COMDA Chairperson Judith Forsythe to discuss the up-coming meeting in January 2008. Ms. Johnson also announced the various meetings, exams, and training classes she attended during her time with COMDA. Ms Johnson also announced the new staff changes that had and will be taking place at COMDA in the near future. She also thanked everyone for their assistance while she was at COMDA.

## **7. Legislation – Update and Possible Action**

Ms Forsythe explained AB 1545, is a new bill being presented, no comments or discussion by the Committee Members or Legal Council were made. Ms. Forsythe said that we would just watch it.

## **8. Fiscal Report**

Ms. Johnson explained that this report was done by the Budget Analyst at DCA, as she was unable to locate this form herself. She explained that this was a two-month projection on figures as it relates to the budget. There were no comments or discussion by the Committee Members for this item.

## **9. RDA Program**

### **9a. RDA Licensure Statistics**

This was a breakdown of active and inactive licenses by type (RDA / RDAEF). Ms. Forsythe called attention to this item. There were no comments.

Mr. Baker intervened with a question about enforcement actions taken with respect to various auxiliaries who were unable to obtain drug rehabilitation, who have allowed their licenses to lapse or who have surrendered them. He would like to know if there were any figures on the numbers of licenses that are inactive as a result of disciplinary action. Legal Council LaVonne Powell explained that in regulatory world that we don't lose jurisdiction if someone's license expires only if it is canceled. She explained that we have between 5 and 8 years depending on how the law reads. For the disciplinary cases we are starting to refer RDA's to the Diversion Program, and if they can't afford it or something happens and they just can't go into that program there is always a provision in the stipulation that allows them to voluntarily surrender their license. Dr. Weisburg questioned could a RDA who is in Diversion go to a different type of diversion program perhaps given by a state agency for low-income people, complete the program and bring it before the board and have their license reinstated. Ms. Powell added that the Diversion Program does not run a rehabilitation treatment program but that it sends the person to one they have approved, as there is certain criteria that the program must meet. Ms. Powell expressed it shouldn't be too difficult to get the statistics requested.

### **9b. RDA Practical Examination Results for the calendar year 2007**

Showing candidates tested by location and the pass and fail rate. Also the RDA Written Examination results by the computer based testing vendor (CBT), showing the pass and fail rates.

The income and expense report included the income and the expenses incurred to administer the exams in August and November 2007. Ms. Forsythe called attention to these items. There were no comments.

### **9c. Status Report on Applications for Approval of Programs and Courses**

summarize the status of pending programs and courses waiting for approval. Ms. Kiley reported that COMDA received nine new courses / program applications. She also explained that no site visits were recently performed due to the holidays but they would resume in the near future. Chairperson Forsythe questioned the deficiency status and Ms. Kiley explained that once a deficiency letter goes out they have one year to respond before they are considered an abandoned file. Most of the time they contact her to inform her that they are working with a consultant to address the deficiency areas in the program. Ms. Kiley explained that COMDA does not contact them again beyond that letter, as it is very specific as to the areas that have deficiencies. Ms. Forsythe asked if these numbers were accurate based on the programs that didn't want to pursue course approval. Ms Kiley explained that the numbers were accurate but could be inflated due to the applicants that may choose not to pursue course or program approval and we haven't been notified of their decision.

### **9d. RDA Educational Programs**

M/S/C (Bache/Baker) to recommend full approval to the Board of the Registered Dental Assisting Program of Maric College in Sacramento, which carried unanimously.

## **10. RDH Program**

### **10a. Licensure Statistics**

This was a breakdown of active and inactive licenses by type (RDH / RDHEF/ RDHAP) Ms. Forsythe called attention to this item. There were no comments.

### **10b. RDH Examination Statistics**

The statistics shown were for the calendar year 2007. Showing candidates tested by location and the pass and fail rates. RDH Licensure by Credential Statistics showing approved, pending, withdrawn, abandoned, and denied requests. Cumulative RDH Supplemental written Law and Ethics Examination Results showing how many candidates took the exam along with the pass and fail rates from 3/2005 to 10/2007. The income and expense report included the income and expenses incurred to administer the exams for June, July, August and October 2007. Ms. Forsythe called attention to these items. There were no comments.

### **10c. Update on 1079.2**

Dental Board staff member Donna Kantner reported that the regulation has gone to agency for review. She hopes that it will be out of the agency by early February so that they can submit it to OAL for final review and approval. She expressed that they are very close with this one.

### **10d. Update on request for regulations governing approval of RDH courses relating to the administration of nitrous oxide and oxygen, administration of local anesthetic agents, and periodontal soft tissue curettage**

Ms. Kantner reported that this came to COMDA at the November 14, 2007 meeting. The regulatory language was approved by COMDA, but unfortunately it was not on the Dental Boards agenda so the Board could not consider the language at the November meeting. Ms. Kantner reported that it would be discussed on Friday at the Dental Board meeting in the COMDA section of the meeting. She also reported that the only language that is referred to is for the administration

of local anesthetics. She thinks they will wait to move forward with the action until all of the courses are complete. The Board agreed that moving forward with all three together would be appropriate. Ms. Johnson added, that she was contacted by educator Joan Greenfield from Sacramento City College offering her assistance to COMDA in writing the additional regulations for administration of nitrous oxide and periodontal soft tissue curettage. Ms. Johnson said she would make sure the information would be forwarded to the new Executive Officer.

### **11. Future Agenda Items**

- Licensee Diversion Program
- Regulations on hours for methodology simplified.

### **12. Public Comments**

La Donna Drury-Klein- Educator, there are some clarity issues that they would like COMDA and the Dental Board to address regarding teaching methodology and how they are being applied within the regulatory scheme. She would like to have some discussion with COMDA about this topic as it is on the Dental Boards agenda. She explained that currently we have four regulatory packages: coronal polish, ultrasonic scaling, pit and fissure sealant and radiation safety. All four have in regulation right now, a 2-hour teaching methodology course. She explained that at the time these four were put together in 2003 and 2004 it was with anticipation that the regulatory language that is in the RDA program regulations currently, included a 60-hour teaching methodology course for educators in a RDA program. That was put in just prior to the Sunset Process. The educators want clarity as to what is required for these programs.

### **13. Adjournment**

The meeting of the Committee on Dental Auxiliaries adjourned at 2:36 p.m.