



BOARD OF DENTURISTS MEETING MINUTES

Friday, January 24, 2025

Board Members Present: Josh Brooks, L.D, Chair
Melissa Brulotte, L.D
Keith Gressell, DMD
Shirlynn Walter, Public Member
James Anderson, L.D
Sandie McNaughton, Public Member
Vallan Charron, L.D, Pro-Tem Member
Szilard Zombor, L.D, Pro-Tem Member

Staff Present: Adriana Barcena, Program Manager
Trina Crawford, Executive Director
Cassandra Gerard, Administrative Support
Heather Carter, Assistant Attorney General (AAG)
Catharine Roner-Reiter, Supervising Staff Attorney

Friday, January 24, 2025

OPEN SESSION

1. CALL TO ORDER

The open session of the business meeting was called to order at 12:04 p.m. by Josh Brooks, Chair.

1.1 Introduction of board members, staff, and audience

- The board members, staff, and audience were introduced.

1.2 Public Comment – The public will have an opportunity to provide comments. If you would like to comment during this time, please limit your comments to two minutes. Please identify yourself and who you represent, if applicable, when the Chair opens the floor for public comment.

- No public comments were directed to the board at this time.

1.3 Approval of agenda

- A motion was made to approve the January 24, 2025 agenda as presented.
- The motion was seconded, and the board unanimously approved the January 24, 2025 agenda as presented.

1.4 Approval of November 8, 2024, business meeting minutes

- A motion was made to approve the November 8, 2024, business meeting minutes as presented.
- The motion was seconded, and the board unanimously approved the November 8, 2024 business meeting minutes as presented.

2. 2025 LEGISLATION UPDATE – The board was provided an update on legislation that may impact the profession.

- Ms. Barcena provided an update to the board on the legislative session that started January 13, 2025.
- The department will notify legislative liaisons of bill updates by email rather than weekly meetings.
- Ms. Barcena described Senate Bill 5254 regarding patient rights to access and protecting their healthcare information.

3. DENTAL EDUCATIONAL OUTREACH COMMITTEE

3.1 The board received an update on the meeting held on December 16, 2024 – Dr. Gressell

- The committee reviewed and approved articles for the Washington State Dental Association (WSDA) magazine.

3.2 Active Committee members – Josh Brooks

- Mr. Brooks asked if there were any board members interested in taking his position as a dental education outreach committee member.
- There were no board volunteers.
- Mr. Brooks will continue to participate on the committee.

4. UNIVERSAL TESTING SERVICES (UTS) – The Board voted on board representatives who will be attending the UTS examination scheduled for February.

- A motion was made to approve Dr. Gressell, Mr. Anderson, and Ms. Barcena to attend the UTS test on Saturday, February 8, 2025.
- The motion was seconded and the board unanimously approved Dr. Gressell, Mr. Anderson and Ms. Barcena to attend the UTS test on Saturday, February 8, 2025.

5. 2025 MEETING SCHEDULE – The Board received an update on 2025 meeting locations.

- Ms. Barcena explained there is a state budget freeze in effect and staff travel is limited to board examination administration and observation.
- The board determined 2025 physical meeting locations will be held in Tumwater, WA. Board members will attend the meetings virtually.

6. MARCH EXAMINATIONS – The Board discussed examination attendance.

- Ms. Barcena shared five candidates have applied for the practical examination being held on Friday, March 21, 2025.
- The Board determined March 2025 examiners and proctors. The board agreed to hold the exam calibration meeting virtually.

7. EXAMINATION GUIDELINES – The Board will review examination and license requirements.

7.1 Length of valid examination and training

- Ms. Barcena reviewed the discussion from the last meeting regarding the length of time education and training is valid towards licensure.
- Ms. Carter explained the current statute does not include a time limit for examinations or how long training is valid. If the board would like to define a time limit, it would need to go through the rule making process.
- Ms. Carter reviewed the current rules and statute regarding the number of times a candidate can retake an exam. She recommended the board create a policy to remain consistent when responding to retake requests.
- The board discussed whether a defined length of time for a candidate to apply for licensure after taking an exam is necessary.
- The board agreed to continue evaluating non-routine licensing applications on a case-by-case basis.
- The board discussed developing a policy or rule as a guide to determine whether a candidate should be allowed to retake the exam.
- A motion was made for Mr. Charron, Dr. Gressell, and Mr. Anderson to participate in a subcommittee to create a framework for responding to exam retake requests.
- The motion was seconded and the board unanimously approved.

7.2 Petition to the Board – Written Examination

- Ms. Barcena shared a petition to retake the written examination received from a candidate who passed their practical examination in August 2024.
- The board discussed and decided to reconsider the request after the subcommittee forms the framework for responding to retake requests.
- Ms. Barcena shared a petition to retake the written examination received from a candidate that failed the examination between the years of 2008-2011.
- The board discussed and decided to deny the request.
- A motion was made to deny the request and reconsider an additional examination attempt after proof of graduation from an approved education program.
- The motion was seconded and unanimously approved.

7.3 License Requirements – Bates Technical College

- Ms. Barcena reviewed the request for a degree requirement from new graduates to be seated for the denturist board exams.
- The board discussed and determined it is under the purview of the education program to determine the education requirements for candidates entering their program.
- Ms. Barcena will respond to the request with a formal letter stating the board cannot enforce the requested requirement and encourages the education program to select qualified applicants.

8. OTHER

8.1 2025-2027 Business Plan

- Ms. Barcena provided the board with a copy of the 2025-2027 business plan.
- A motion was made to adopt the 2025-2027 business plan.
- The motion was seconded and unanimously approved.

8.2 Bylaws

- Ms. Barcena provided the board a copy of the June 13, 2019/January 24, 2025 bylaws.
- A motion was made to adopt the bylaws.
- The motion was seconded and unanimously approved.

9. PROGRAM MANAGEMENT REPORT – Information provided to the board by the Program Manager.

9.1 Licensing and disciplinary statistics

Ms. Barcena provided licensure and disciplinary statistics to the board. Statistics are as follows:

CREDENTIAL STATUS	DENTURIST LICENSURE	DENTURIST ALTERNATE LOCATIONS	TOTAL
Active	152	17	169
Revoked	5	---	5
Suspended	8	2	10
Active with Conditions	2	---	2
Inactive	3	---	3
Active on Probation	---	---	0
Retired Active	4	---	4
Voluntary Surrender	1	---	1

9.2 Recruitment Update

- Ms. Barcena explained the board has one vacancy for a professional member.
- Ms. Barcena and Mr. Brooks held an interview with an interested applicant.
- The applicant has been recommended to the Secretary of Health to be appointed to the board.

9.3 CR 102 Update: WAC 246-812-125 Denturists licensure – Endorsement; WAC 246-812-159 Continuing Competency requirements.

- Ms. Barcena explained the CR 102 is currently in the internal review process.
- The hearing has been tentatively scheduled during the next business meeting on March 20, 2025.

10. CONSENT AGENDA - CORRESPONDENCE

The following item(s) and any additional correspondence received or sent is for the board’s information. If separate discussion is desired on an item, a single motion by a board member will place the specific item(s) on the regular business agenda. If there is no motion, there will be no discussion.

- No items were added to the consent agenda at this time.

11. EXECUTIVE SESSION – An executive session was not held during this meeting.

- Ms. Carter provided an update to the board on the open litigation.
- The Washington State Dental Association filed a brief two weeks ago.
- A response brief from the board will be filed today.

- A copy of the documents can be provided to the board upon request.

12. FUTURE AGENDA ITEMS AND PLANNING FOR FUTURE MEETINGS

- Subcommittee meeting
- Licensing and disciplinary statistics
- Budget Report
- Update on the Dental Educational Outreach Committee
- Rules update
- Review Board Policies and Guidelines

13. ADJOURNMENT

There being no further business before the board, the business meeting was adjourned at 12:52 p.m. on Friday, January 24, 2025. The next regular meeting is scheduled for Thursday, March 20, 2025, and will be held in-person with a virtual component.

Respectfully Submitted By:

Approved By:

Adriana Barcena, Program Manager

Josh Brooks, Chair
Board of Denturists