Meeting Notice

Missouri Dental Board

October 18-20, 2007

Radisson Hotel
120 South Wildwood Drive
Branson, Missouri

Notification of special needs as addressed by the Americans with Disabilities Act should be forwarded to the Missouri Dental Board, 3605 Missouri Boulevard, Jefferson City, Missouri 65109 or by calling 573-751-0040 to ensure available accommodations. The text telephone for the hearing impaired is (800) 735-2966.

Except to the extent disclosure is otherwise required by law, the Missouri Dental Board is authorized to close meetings, records and votes, to the extent they relate to the following: Sections 610.021 (1), (3), (5), (7), (13) and (14), RSMo, and Section 620.010.14 (7) and (8), RSMo.

The Missouri Dental Board may go into closed session at any time during the meeting. If the meeting is closed, the appropriate section will be announced to the public with the motion and vote recorded in open session minutes.

Please see attached tentative agenda for this meeting.

cc: Members, Missouri Dental Board
    Nanci Wisdom, Attorney-at-Law
    Bill Vanderpool, Assistant Attorney General
    Laurie Morris, Office of Administration
    Ms. Vickie Wilbers, Executive Director, Missouri Dental Association
    President, Missouri Dental Association
    President, Missouri Dental Hygienists’ Association
    President, Missouri Dental Assistants’ Association
    President, Missouri Dental Assistants Educators
    David T. Broeker, Director, Division of Professional Registration
Open Agenda

Missouri Dental Board

October 18-20, 2007
Radisson Hotel
120 South Wildwood Drive
Branson, Missouri

Thursday, October 18, 2007

1. 8:00 a.m. – Call to Order                                      Dr. Aubert

2. Roll Call                                                   Dr. Wallace

3. Policy on BNDD Violations                                  Brian Barnett

4. Motion to Close
   • The Board is scheduled to be in closed session all day  Dr. Christman

Friday, October 19, 2007

8:00 a.m. to 5:00 p.m. – Closed Session

Saturday, October 20, 2007

5. 8:00 a.m. - Call to Order

6. Roll Call

7. Approval of the Agenda

8. Approval of Minutes                                         Dr. Aubert
   • July 20, 2007, Joint Meeting
   • July 19-21, 2007 – Full Board Meeting
   • July 31, 2007 – Telephone Conference Call
   • August 31, 2007 – Mail Ballot
   • September 21, 2007 – Policy Review Committee

9. Dialogue with Associations                                Dr. Aubert
   • Missouri Primary Care Association
   • Missouri Dental Assistants Educators
   • Missouri Dental Hygienists’ Association
   • Missouri Dental Assistants Association
   • Missouri Dental Association
10. Executive Director Report  
   • Financial Statement  
   • Rulemaking Status Report  
   Executive Director

   Dr. Wallace

12. Well Being Committee Report  
   • $5 Well Being Contribution  
   Dr. Aubert

   Ms. Adams

14. AADE Report  
   Dr. Aubert  
   Dr. McCoy  
   Pat Lepp

15. AADA Report  
   Brian Barnett

16. 50 Year Licensee Recognition  
   • January 2008 Ceremony  
   Justin Smith

17. CRDTS Steering Committee Report  
   Dr. Aubert

18. The University of Texas Health Science Center  
   • Review Course in Enteral Conscious Sedation & Emergency Procedures  
   Dr. Wallace

19. The Use of Topical Anesthetics by Dental Hygienists  
   • Review Inquiry received from Dr. Stacy Walker  
   Pat Lepp

20. Dental Hygiene Students Working in Mobile Dental Clinic  
   • Review Inquiry received from Sonja Wooten, R.D.H.  
   Dr. Wallace

21. Correspondence With DOCS  
   Dr. Sheets

22. Jurisprudence Exam Update  
   Justin Smith

Motion to go into Closed  
Dr. Christman

Adjournment

Posted: 10/03/2007  
12:00 p.m.
The open meeting of the Missouri Dental Board was called to order by Dr. Eric J. Aubert, President, at approximately 8:13 a.m. on Thursday, October 18, 2007, at the Radisson Hotel, 120 South Wildwood Drive, Branson, Missouri.

**BOARD MEMBERS PRESENT:**
Dr. Eric J. Aubert, President  
Dr. H. Fred Christman, III, Vice President  
Dr. Kevin D. Wallace, Secretary  
Ms. Patricia A. Lepp, R.D.H., Member  
Dr. Rolfe C. McCoy, Member  
Dr. John L. Sheets, Member  
Ms. E. Maxine Thompson, Public Member

**STAFF MEMBERS PRESENT:**
Brian Barnett, Executive Director  
Justin C. Smith, Executive I  
Mark Dudenhoeffer, Investigator II  
Vickie Holtmeyer, Investigator I

**LEGAL COUNSEL PRESENT:**
Nanci Wisdom, Attorney At Law  
Loretta Schouten, Attorney At Law

To better track the order in which items were taken up on the agenda, each item in the minutes will be listed in the order it was discussed in the meeting.

**POLICY ON BUREAU OF NARCOTICS AND DANGEROUS DRUGS (BNDD) VIOLATIONS**
The Board discussed establishing a policy for those practitioners that receive a letter of censure from the BNDD regarding the violation of state and federal drug laws. A motion was made by Dr. Wallace and seconded by Dr. Sheets to issue the recipients of the BNDD letters of censure a letter of concern regarding the violation of state and federal drug laws if the violation is their first offense or if there is no current or pending discipline on the practitioner. The motion passed 4 to 3 with Ms. Lepp, Dr. Aubert, and Ms. Thompson voting no on this matter. It was the consensus of the Board that a new item entitled “BNDD Violations” will be used as a list for approval on future closed session agendas and the Board staff will send the appropriate letter to the practitioner.
CLOSED SESSION
A motion was made by Dr. Wallace and seconded by Dr. Christman to move into closed
session pursuant to section 610.021 (1), (3), (5), (7), (13) and (14) and section
620.010.14 (7) RSMo, for the purpose of discussing general legal actions, causes of
action or litigation and any confidential or privileged communications between the Board
and its attorney, and approval of closed minutes. Those voting yes: Ms. Thompson, Dr.
Sheets, Dr. Aubert, Dr. Wallace, Dr. Christman, Dr. McCoy, and Ms. Lepp. Motion
carried 7 to 0.

SATURDAY, OCTOBER 20, 2007
The Missouri Dental Board returned to open session on Saturday, October 20, 2007.
The open meeting was called to order by Dr. Eric J. Aubert, President, at approximately
8:14 a.m., at the Radisson Hotel, 120 South Wildwood Drive, Branson, Missouri.

BOARD MEMBERS PRESENT:
Dr. Eric J. Aubert, President
Dr. H. Fred Christman, III, Vice President
Dr. Kevin D. Wallace, Secretary
Ms. Patricia A. Lepp, R.D.H., Member
Dr. John L. Sheets, Member
Ms. E. Maxine Thompson, Public Member

BOARD MEMBERS ABSENT:
Dr. Rolfe C. McCoy, Member

STAFF MEMBERS PRESENT:
Brian Barnett, Executive Director
Justin C. Smith, Executive I
Mark Dudenhoeffer, Investigator II
Vickie Holtmeyer, Investigator I

LEGAL COUNSEL PRESENT:
Nanci Wisdom, Attorney At Law
Loretta Schouten, Attorney At Law

GUESTS PRESENT:
Ms. Barbara Bragg Meyer, R.D.H., Missouri Dental Hygienists’ Association
Ms. Karen Dent, Missouri Primary Care Association
Ms. Sue Clifford, R.D.H., Well Being Committee
Ms. Mary Lou Young, Missouri Dental Assistant’s Association
Dr. William T. Kane, Well Being Committee
Ms. Kim Wilson, R.D.H., Missouri Dental Hygienists’ Association
Dr. Tom Stone, Missouri Dental Association
Dr. K.L. Young, Missouri Dental Association
Mr. Ira Davis, Well Being Program
ANNOUNCEMENTS
Dr. Aubert recognized Dr. Jay Sheets, and thanked him for years of service as a member of the Missouri Dental Board. Dr. Aubert presented Dr. Sheets with a table clock and a stained glass picture in appreciation for his time and hard work on behalf of the Board.

APPROVAL OF THE AGENDA
Dr. Aubert asked to add a discussion with the Department of Health and Senior Services under the dialogue with associations, as well as an article printed in a Kansas City newspaper. Dr. Sheets asked to add a discussion on an email received by him from Dr. Deyton. A motion was made by Ms. Lepp and seconded by Dr. Christman that the agenda be approved as amended. The motion carried unanimously.

APPROVAL OF THE OPEN MINUTES
A motion was made by Dr. Christman and seconded by Ms. Lepp to approve the following minutes as written:
- July 20, 2007 – Joint Meeting
- July 19-21, 2007 – Full Board Meeting
- July 31, 2007 – Telephone Conference Call
- August 31, 2007 – Mail Ballot

The motion carried unanimously.

DIALOGUE WITH ASSOCIATIONS
Missouri Primary Care Association
Ms. Karen Dent reported to the Board on behalf of the Missouri Primary Care Association (MPCA). She stated that at the last Policy Review Committee (PRC) meeting, a committee was formed to assemble a universal oral screening form. From the attendees, three (3) people expressed interest in being a part of the committee. Ms. Dent stated that there is a form used by the Association of State and Territorial Dental Directors (ASTDD) that is currently being used by the Center for Disease Control (CDC) and the Missouri Department of Health and Senior Services.

Ms. Dent also asked the Board if they had determined a position on dental assistants performing oral screenings. Dr. Wallace stated that he believes that further discussion within the PRC will be necessary before a position is established, and a form will need to be created that will allow for more children to be screened legally.
Missouri Dental Assistant’s Educators
Ms. Janet Sell reported to the Board on behalf of the Missouri Dental Assistant’s Educators (MDAE). She stated that the educators are excited about the prospects of the revisions to the Expanded Functions Dental Assistant regulation. Ms. Sell stated that she would like the Board to consider issuing certificates for those who pass the basic skills examination in order to provide a central location for those who have questions or problems with their actual certificate. At this time there are four (4) schools administering the basic skills examination: Penn Valley, Nichols Career Center, Forest Park Community College, and Ozarks Technical Community College.

Missouri Dental Hygienists’ Association
Ms. Kim Wilson reported to the Board on behalf of the Missouri Dental Hygienist’s Association (MDHA). She stated that the Association’s Annual Session was held October 11-13, 2007 at Tan-Tar-A. The next Board meeting of the Association will be held in January 2008. Ms. Wilson expressed her excitement to work with the Board for the upcoming year.

Missouri Dental Assistant’s Association
Ms. Mary Lou Young reported to the Board on behalf of the Missouri Dental Assistant’s Association (MDAA). She reported that the Association currently has 120 members. Ms. Young stated that at the last basic skills examination in St. Louis, of the thirty-one (31) examinees, only seven (7) passed the exam. Of the failed examinees, seven (7) re-took the exam, and only two (2) passed, with the weakest part of the exam being infection control questions. Ms. Young believes that there should be established standards for prerequisite on-the-job training prior to taking the basic skills examination, possibly up to one year of in-office training. Dr. Wallace disagreed; however, stated that this task is present on the task list for the Policy Review Committee (PRC) and it would be more appropriate to discuss this topic within that forum.

Missouri Dental Association
Dr. J.C. Standlee reported to the Board on behalf of the Missouri Dental Association (MDA). Dr. Standlee thanked Dr. Sheets for his years of service on the Missouri Dental Board, and congratulated Mr. Barnett on his new position as Executive Director of the Board.

Dr. Standlee asked the Board for their opinion on a retired license status. He stated that the MDA would like to see a reduced fee structure, not a reduction of continuing education requirements, for those dentists who are of retirement age providing pro bono services. A motion was made by Dr. Wallace and seconded by Dr. Christman to refer further discussion on this item to the Policy Review Committee (PRC). The motion passed unanimously.

Dr. Standlee reported that the MDA is concerned with the lack of oversight on dental laboratories. He asked that the Board consider requiring that a laboratory work order form include a section to state the point of origin indicating where the actual work was performed for informational purposes to the dentist and patient. A motion was made by
Dr. Christman and seconded by Dr. Sheets to refer further discussion on this item to the Policy Review Committee (PRC). The motion passed unanimously.

Further, Dr. Standlee stated that the MDA was very taken aback by the amount of accidental patient deaths following the administration of conscious sedation, and asked how they can help. Ms. Wisdom stated that there are two (2) main issues with the cases here in Missouri. First, the dentist does not know the drug interactions with prescriptions that the patient may be taking. Second, the inability for the dentist to correctly determine the classification of the patient, or patient selection, is another major issue in these cases. Dr. Wallace added that the inability of the members of the sedation team to correctly and effectively monitor the patient is also an evident problem. Dr. Standlee stated that he encourages input from the Board for articles to be included in the Focus, in order to reach out to their membership.

**Missouri Department of Health and Senior Services**
Ms. Bonnie Branson provided a presentation to the Board on behalf of the Missouri Department of Health and Senior Services and their Preventive Services Program.

**ARTICLE IN KANSAS CITY NEWSPAPER**
Ms. Thompson presented an article that was placed in a Kansas City newspaper regarding the lack of dental care available to the citizens of Missouri. She explained that it is information that is worthwhile reading for all of those within the dental profession.

**EXECUTIVE DIRECTOR REPORT**

**Financial Statement**
Mr. Barnett provided the Board with the following fiscal year end Financial Statement as of June 30, 2007.

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<th>Beginning Fund Balance</th>
<th>Board</th>
<th>$815,591.42</th>
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<tr>
<td>Revenue (7/1/06 to 06/30/07)</td>
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<tr>
<td>Fund Balance Sub Total</td>
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**Appropriations to Board:**

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<tr>
<td>Personal Service</td>
<td>$350,782.00</td>
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<td>Expense &amp; Equipment</td>
<td>$262,863.00</td>
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<td>Total Appropriations</td>
<td>$616,706.00</td>
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**Appropriation Expenditures:**

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<tr>
<td>Personal Service</td>
<td>$254,132.31</td>
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<tr>
<td>Expense &amp; Equipment</td>
<td>$251,371.15</td>
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<tr>
<td>Total Appropriation Expenditures</td>
<td>$505,503.46</td>
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**Fund Transfers: (Actual for Year)**

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Mr. Barnett reported that our expenses over the past five (5) years have remained very consistent with the exception of professional services, which have increased coinciding with the number of complaints received by the Board.

**Rulemaking Status Report**
Mr. Barnett reported that the Notice of Injury or Death and Shade Verification rules have completed the rulemaking process and will be effective November 30, 2007.

**POLICY REVIEW COMMITTEE REPORT**
Dr. Wallace, Chairperson of the Policy Review Committee (PRC), reported to the Board on behalf of the PRC. He stated that the next meeting will focus specifically on the revisions of the conscious sedation regulations.

The next meeting of the PRC will take place on Friday, November 30, 2007 in Jefferson City, beginning at 10:00 a.m.

**WELL BEING COMMITTEE REPORT**
Dr. Standlee, Dr. Bill Kane, Ms. Sue Clifford, and Mr. Ira Davis reported to the Board on behalf of the Well Being Committee.

Dr. Aubert stated that the Missouri Dental Association (MDA) will not have a space on their member renewal form that would allow for a voluntary donation specifically earmarked for the Well Being Committee at this time. He encouraged Ms. Wilson and the MDHA to explore this option as well, because of the availability of the Well Being Committee not only to dentists, but the dental hygienists as well.

Additionally, a reorganization of the Well Being Committee has been proposed. Dr. Standlee stated that reorganizing the Committee as a 501 (c)(3) would be more efficient
and effective not only for the Well Being Committee, but for the MDA as well. Dr. Standlee further stated that the Board of the Well Being Committee would consist of the current Committee members plus one (1) representative from the Missouri Dental Association and one (1) representative from the Missouri Dental Board. Dr. Standlee stated that an update will be available at the January 2008 Board meeting.

**ADVISORY COMMISSION FOR DENTAL HYGIENISTS REPORT**
Debra Fletcher Adams, R.D.H. reported to the Board that the Advisory Commission for Dental Hygienists last met on October 11, 2007 at the Lake of the Ozarks. At that meeting, the Commission voted Deb Polc, R.D.H. as their new chairperson and Debra Fletcher Adams, R.D.H. as their new secretary for the upcoming year.

The Commission asked the Board to allow them to perform a comparative analysis of all of the dental hygiene competency examinations. A motion was made by Ms. Lepp and seconded by Ms. Thompson to assign the task of performing a comparative analysis of all of the dental hygiene competency examinations to the Advisory Commission for Dental Hygienists. The motion passed unanimously.

The next meeting of the Advisory Commission for Dental Hygienists will take place December 7, 2007 in Jefferson City beginning at 10:00 a.m.

**AMERICAN ASSOCIATION OF DENTAL EXAMINERS (AADE) REPORT**
Ms. Lepp reported that Dr. Aubert, Dr. McCoy, and herself attended the annual session of the AADE in San Francisco, California from September 26-27, 2007. She stated that the program concentrated on the rewrite of the American Dental Association’s (ADA) sedation guidelines. In her opinion, Missouri is in great shape with regard to our sedation regulations. Ms. Lepp also stated that they voted on a potential name change from the American Association of Dental Examiners (AADE) to the Federation of State Dental Boards in order to better reflect the purpose of the organization; however, that measure was voted down.

Dr. Aubert stated that the most interesting part of the meeting, in his opinion, was the liaison breakfast in which the topic of discussion was cheating scandals in dental and dental hygiene schools. He stated that at this time, our application does not have a question that asks the applicant if they had any disciplinary action in dental or dental hygiene school. Dr. Aubert stated that he believes that the Board would have the ability to discipline or deny a license based on the ADA Code of Ethics. A motion was made by Dr. Christman and seconded by Dr. Sheets to refer further discussion on this matter to the Policy Review Committee (PRC). The motion passed unanimously.

Ms. Lepp stated that the AADE Mid-Year Meeting will take place March 9-10, 2008 in Chicago, Illinois at the ADA Headquarters. It was the consensus of the Board to approve Ms. Lepp, Dr. McCoy, as well as the new Board member that will potentially replace Dr. Sheets to attend the Mid-Year Meeting.
AMERICAN ASSOCIATION OF DENTAL ADMINISTRATORS (AADA) REPORT
Mr. Barnett thanked the Board for the opportunity to attend the American Association of Dental Administrators (AADA) meeting in San Francisco, California from September 24-26, 2007. He stated that there was a great deal of discussion on advertising violations as well as conscious sedation rules. Mr. Barnett reported that another interesting section of the meeting was focused on detecting deceit during an interview.

FIFTY-YEAR LICENSEE CERTIFICATE RECIPIENTS
The Board reviewed the list of dentists and dental specialists to be honored in January 2008 for maintaining a license for fifty years. The ceremony will take place in Jefferson City on January 17, 2008, with a luncheon to follow at the Missouri Dental Association (MDA) building.

CRDTS STEERING COMMITTEE REPORT
Dr. Aubert stated that Central Regional Dental Testing Service (CRDTS) held their annual meeting in Kansas City on August 24, 2007. He reported that CRDTS will be going to paperless examinations, and the candidates will now be able to know their patient-based scores the day after their examination. Additionally, he stated that CRDTS and Northeast Regional Board (NERB) have hired a public relations firm to promote their examinations within a variety of states.

Ms. Lepp reported that the Board approved Mr. Barnett to attend the NERB Public Advocacy Education Conference in Washington, D.C. the weekend of October 27-28, 2007.

THE UNIVERSITY OF TEXAS HEALTH SCIENCE CENTER
The Board reviewed correspondence received from Dr. Leland McCall, Dental Director of the Ozarks Tri-County Healthcare Center in Anderson, Missouri. Dr. McCall has recently employed two (2) graduates of the University of Texas Health Science Center who have taken coursework on enteral conscious sedation. Dr. McCall requests that the Board approve the course taken by the two (2) licensees, so the licensees can qualify for their Enteral Conscious Sedation Permit.

Dr. Wallace stated that he has reviewed all of the information on the course, and it appears to meet the first fifteen of the requirements of 20 CSR 2110-4.030 (13)(A); however, he is unsure about the course meeting the requirements of number (16) which states that an approved course must include, “An examination measuring knowledge required of a dentist essential for safe and efficient conscious sedation of dental patients.” A motion was made by Dr. Wallace and seconded by Dr. Christman to contact the University of Texas Health Science Center to determine if there was a competency examination administered at the completion of their “TSDLBE Approved Course in Enteral Conscious Sedation & Emergency Procedures,” and if there is verification received indicating an examination was administered, then approve the course. The motion passed unanimously.
THE USE OF TOPICAL ANESTHESIA BY DENTAL HYGIENISTS
The Board reviewed correspondence from Stacy Becker-Walker, D.D.S. requesting the Board’s opinion on whether a dental hygienist can legally use a laser or apply topical anesthetic under general supervision. Ms. Lepp stated that the Board has previously set a policy determining that if the hygienist is using the laser to perform procedures that are able to be performed under general supervision then it is acceptable.

Ms. Lepp stated that the Advisory Commission for Dental Hygienists believes that it is acceptable for a dental hygienist to apply topical anesthetics under general supervision. A motion was made by Ms. Thompson and seconded by Dr. Christman to approve dental hygienists to apply topical anesthetic under general supervision. Ms. Thompson withdrew her motion. Dr. Christman withdrew his second to the motion. A motion was made by Dr. Sheets and seconded by Dr. Christman to respond to Dr. Becker-Walker by referring her to 20 CSR 2110-2.130, specifically subsection (3)(E), which states that a hygienist may perform “all procedures delegable to a dental assistant or certified dental assistant...” under general supervision. Since the procedure of applying topical anesthesia is not specifically listed as non-delegable, then it is acceptable. The motion passed unanimously.

PROOF OF COMPETENCY
Ms. Lepp asked the Board to consider referring the topic of defining proof of competency to the Policy Review Committee (PRC). A motion was made by Ms. Lepp and seconded by Dr. Sheets to refer this topic to the PRC for further discussion. The motion passed unanimously.

CORRESPONDENCE FROM DR. GUY DEYTON
Dr. Sheets reported that he received an email from Dr. Guy Deyton asking the Board to clarify their position on dermal fillers applied around the lips. It was the consensus of the Board that Mr. Barnett inform Dr. Deyton that as long as the dermal fillers are being used within the scope of practice of dentistry then it would be acceptable.

DENTAL HYGIENE STUDENTS WORKING IN MOBILE DENTAL CLINICS
The Board reviewed correspondence received from Ms. Sonja Wooten, R.D.H. Ms. Wooten requested the Board’s opinion on the legality of dental hygiene students at Forest Park Community College working in mobile dental clinics, without the supervision of a dentist. Dr. Wallace stated that section 332.081 (4) states that it is not unlawful for “dental hygiene students in any accredited dental hygiene school to practice dental hygiene under the personal direction of instructors.” Dr. Wallace noted that it is unclear in her letter if Ms. Wooten is actually an instructor of the school. A motion was made by Dr. Wallace and seconded by Dr. Christman that the Board correspond with Ms. Wooten to determine if she is an instructor at Forest Park Community College. If she is, then inform her that it is acceptable; however, if she is not, then inform her that it is unacceptable. The motion passed unanimously.
CORRESPONDENCE WITH DENTAL ORGANIZATION FOR CONSCIOUS SEDATION (DOCS)
For informational purposes, the Board reviewed correspondence from the Dental Organization for Conscious Sedation (DOCS) regarding a letter the Board sent them concerning their website claim which states that there has never been an accident resulting in mortality or serious morbidity as the effect of conscious sedation. DOCS thanked the Board, and noted they will be reevaluating their website in lieu of the information sent by Ms. Rimiller.

JURISPRUDENCE EXAMINATION UPDATE
Mr. Smith updated the Board on the status of making the examination accessible online. He stated that the jurisprudence examination will be available through a secure site with the use of a personal identification number (PIN) and last name. Mr. Smith noted that the Board office will still be administering the monthly examination in Jefferson City for those without computer access and for discipline cases. A motion was made by Ms. Lepp and seconded by Dr. Sheets to activate the online jurisprudence examination and send a PIN to each Board member. The motion passed unanimously.

CORRESPONDENCE FROM THE AMERICAN DENTAL ASSOCIATION (ADA)
Mr. Barnett reported that the American Dental Association (ADA) has sent a survey to the Board asking if Missouri would be interested in accepting test results from examinations administered to international candidates outside the United States. A motion was made by Dr. Wallace and seconded by Ms. Lepp to have Mr. Barnett respond to the ADA that the Missouri Dental Board is not interested at this time because our licensees must graduate from an accredited dental school. The motion passed unanimously.

ADJOURNMENT
There being no further open business to be brought before the Board at this time, a motion was made by Dr. Sheets and seconded by Ms. Thompson that this meeting adjourn. Motion carried unanimously. The meeting adjourned at approximately 12:20 p.m.

Respectfully submitted,

Justin C. Smith, Executive I

Brian Barnett, Executive Director

Approved by the Board on: _____________