

UNAPPROVED

BOARD OF DENTISTRY

MINUTES

SPECIAL CONFERENCE COMMITTEE “A”

TIME AND PLACE: Special Conference Committee “A” convened on September 11, 2026 at 9:05 a.m., at the Department of Health Professions, Perimeter Center, 2nd Floor Conference Center, Board Room 4, 9960 Mayland Drive, Henrico, VA 23233.

PRESIDING: J. Michael Martinez de Andino, J.D.

MEMBERS PRESENT: Bruce R. Hutchison, D.D.S.
Frederick P. Ochave, D.M.D.

STAFF PRESENT: Jamie C. Sacksteder, Executive Director
Ashley Epperly, Dental Review Coordinator
Donna M. Lee, Discipline Case Manager
Shevaun Roukous, Adjudication Analyst

QUORUM: With three members present, a quorum was established.

Ayman K. Adeeb, D.D.S.
Case No.: 236229

Dr. Adeeb did not appear. Ms. Sacksteder informed the Committee that by letter dated April 27, 2026, the Board sent a Notice of Informal Conference (“Notice”) and the exhibit to Dr. Adeeb notifying him that an informal conference would be held on September 11, 2026. The Notice and exhibit were sent by certified mail to the addresses of record on file with the Board. The Notice was also sent by regular mail to Dr. Adeeb’s address of record. The Notice and exhibit sent by certified mail were returned by the post office and received at the Board on June 29, 2026, with a “return to sender – unclaimed” label.

On September 4, 2026, DHP Investigator Burton received an email from Dr. Adeeb requesting a continuance of the September 11, 2026, informal conference because he was in Egypt, which was forwarded to Board staff. By email dated September 8, 2026, Ms. Sacksteder informed Dr. Adeeb that his continuance request was denied.

By email dated September 9, 2026, Dr. Adeeb requested to attend the informal conference by Zoom. Ms. Sacksteder responded to Dr. Adeeb that in accordance with §2.2-4019 of the Code of Virginia, all informal hearings are conducted in person and the named person would have to appear in person

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or by counsel or other qualified representatives before the agency or its subordinates.

Ms. Sacksteder informed the Committee that on September 10, 2026, she received an email from Norman Spencer, counsel for Dr. Adeeb, requesting a continuance of the September 11, 2026 informal conference. The continuance was denied.

The Committee Chair concluded that adequate notice was provided to Dr. Adeeb and the informal conference proceeded in his absence.

Closed Meeting:

Dr. Hutchison moved that the Committee convene a closed meeting pursuant to § 2.2-3711(A)(27) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Ayman Adeeb. Additionally, Dr. Hutchison moved that Ms. Sacksteder, Dr. Epperly, and Ms. Lee attend the closed meeting because their presence in the closed meeting was deemed necessary and their presence would aid the Committee in its deliberations. The motion was seconded and passed.

Reconvene:

Dr. Hutchison moved that the Committee certify that it heard, discussed, or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened. The motion was seconded and passed.

**DECISION:
Case No.: 236229**

The Committee unanimously voted to refer the matter to a formal hearing.

Approval of Minutes:

Upon a motion by Dr. Hutchison, the minutes from the Informal Conference conducted on August 7, 2026, were approved.

ADJOURNMENT:

With all business concluded, the Committee adjourned at 9:52 a.m.

J. Michael Martinez de Andino, J.D., Chair

Jamie C. Sacksteder, Executive Director

Date

Date