APPROVED MINUTES

BOARD OF DENTISTRY
EXAMINATION COMMITTEE
February 10, 2017

TIME AND PLACE:	The Examination Committee convened on February 10, 2017, at 10:03 a.m., at the Department of Health Professions, Perimeter Center, 2nd Floor Conference Center, 9960 Mayland Drive, Henrico, VA 23233.
PRESIDING:	James D. Watkins, D.D.S.
MEMBERS PRESENT:	Nathaniel C. Bryant, D.D.S. Carol R. Russek, JD Al Rizkalla, D.D.S., Ex-Officio
MEMBER ABSENT:	Patricia B. Bonwell, R.D.H., PhD.
OTHER BOARD MEMBER PRESENT:	Tonya A. Parris-Wilkins, D.D.S.
STAFF PRESENT:	Sandra K. Reen, Executive Director Kelley W. Palmatier, Deputy Executive Director Christine M. Houchens, Licensing Manager Sheila Beard, Executive Assistant
BOARD COUNSEL PRESENT:	James E. Rutkowski, Assistant Attorney General
ESTABLISHMENT OF A QUORUM:	With four members of the committee present, a quorum was established.
PUBLIC COMMENT:	Dr. Watkins explained the parameters for public comment and opened the public comment period. No public comment was received.
APPROVAL OF MINUTES:	Dr. Watkins asked if the Committee members had reviewed the December 16, 2016 minutes and asked if there were any corrections needed. Dr. Rizkalla moved to accept the minutes as presented. The motion was seconded and passed.
DISCUSSION OF MEMBERSHIP IN REGIONAL TESTING AGENCIES:	Ms. Reen said at its last meeting, the Committee expressed interest in becoming examiners and members of all the regional testing agencies administering clinical exams accepted by the Board. The topic was deferred to this meeting so that Board Counsel could be present. Mr.

Rutkowski recommended convening a closed session for discussion and to receive legal advice.

CLOSED MEETING: Ms. Russek moved that the Board enter into a closed meeting pursuant to §2.2-3711(A)(7) of the Code of Virginia for consultation with legal counsel employed or retained by the Board regarding specific legal matters requiring the provision of legal advice by such counsel. Additionally she moved that Board Staff, Sandra Reen, Kelley Palmatier, Christine Houchens, Sheila Beard, and Board Counsel, James Rutkowski, attend the closed meeting because their presence is deemed necessary and their presence will aid the Committee in its deliberations. The motion was seconded and passed.

RECONVENE: Ms. Russek moved to certify that this Committee of the Board 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.

The Board reconvened in open session pursuant to § 2.2-3712(D) of the Code.

IMPLEMENTING A LAW EXAM FOR LICENSURE APPLICANTS- DISCUSSION OF IMPLEMENTATION: Mrs. Palmatier said the Committee decided at its last meeting that additional research and follow-up with IT was needed to determine the feasibility of implementing an online law examination for applicants using these parameters:

- Setting a time limit of one hour with the option to pause the examination and come back to finish at a later time or the option to "boot" applicants out of the examination once the time limit has been reached
- Requiring 80 percent of answers to be correct for passage
- Limiting the number of questions to 25
- Allowing the examination to be open book

Mrs. Palmatier reported she will meet with IT next week to determine which parameters are feasible. She said she received 15 questions from each Committee member which she compiled and sent to all the members for review. Discussion followed on whether to review the submitted questions at this meeting or allow additional time for members to review the recently submitted information. It was agreed that the questions would not be discussed at this meeting to allow additional time for review.

Dr. Watkins stated that the law examination is intended to be given to applicants, the majority of which are recent graduates. Therefore, he recommended not focusing on topics such as general anesthesia because the majority of applicants will have little to no experience with that topic. He said the questions should focus on information more applicable to general practice, including the violations that the Board sees most often in discipline cases.

Mrs. Palmatier agreed with Dr. Watkins and asked if the number of questions on less prevalent topics such as general anesthesia should be removed or reduced and more questions added on minimal or conscious/moderate sedation, or any other topics. Dr. Watkins asked the Committee members to consider this while reviewing the current draft questions and to provide their feedback to Mrs. Palmatier at a later date. The committee agreed.

Mrs. Palmatier agreed to compile the information for discussion at the next meeting. She also noted this will allow her to include information on IT's abilities to manage online administration of the examination as proposed. She suggested that the committee work to have the examination specifications finalized and ready to present to the Board at the June business meeting so a decision can be made on implementing the examination. The Committee decided to meet on April 28, 2017.

Dr. Watkins asked each member to review the current draft questions, and submit feedback and an additional 10 questions to Mrs. Palmatier by March 10, 2017.

ADJOURNMENT: With all business concluded, the meeting was adjourned at 11:15a.m.

James D. Watkins, D.D.S, Chair

5-22-17
Date

Sandra K. Reen, Executive Director

May 23, 2017
Date