

**VIRGINIA BOARD OF DENTISTRY
EXECUTIVE COMMITTEE MEETING MINUTES
March 5, 2021**

- TIME AND PLACE:** The virtual Executive Committee Meeting (“Committee”) of the Virginia Board of Dentistry was called to order at 11:31 a.m., on March 5, 2021, at the Perimeter Center, 9960 Mayland Drive, Henrico, Virginia 23233.
- CALL TO ORDER:** Dr. Petticolas called the meeting to order.
- Consistent with Amendment 28 to HB29 (the Budget Bill for 2018-2020) and the applicable provisions of § 2.2-3708.2 in the Freedom of Information Act, the Board is convening today’s meeting virtually to consider such regulatory and business matters as are presented on the agenda necessary for the board to discharge its lawful purposes, duties, and responsibilities.
- Dr. Petticolas provided the Board members, staff, and the public with contact information should the electronic meeting be interrupted.
- COMMITTEE MEMBERS PRESENT VIRTUALLY:** Augustus A. Petticolas, Jr., D.D.S., Chair
Sandra J. Catchings, D.D.S.
Nathaniel C. Bryant, D.D.S.
- STAFF PRESENT AT THE PERIMETER CENTER:** Sandra K. Reen, Executive Director, Board of Dentistry
Donna M. Lee, Discipline Case Manager, Board of Dentistry
- OTHERS PRESENT VIRTUALLY:** Jamie C. Sacksteder, Deputy Executive Director, Board of Dentistry
Margaret F. Lemaster, R.D.H., Board Member
- ESTABLISHMENT OF A QUORUM:** A roll call of the Board members and staff was completed. With three members of the Committee present, a quorum was established.
- PUBLIC COMMENT:** No public comment.
- APPROVAL OF MINUTES:** Dr. Catchings moved to accept the minutes of March 8, 2018. Following a second, a roll call vote was taken. The motion passed.
- REVIEW OF BYLAWS:** Ms. Reen stated that at the December 11, 2020 Board meeting it was requested that the Bylaws be updated to add a provision for emergency action by the Executive Committee.
- After review and discussion, the Committee made the following changes:
Article V. Committees, #1-Executive Committee – add letter “f” to read “Address urgent matters which adversely affect either the timely licensing of applicants or the continuity of board operations while a State of Emergency is in effect and documented efforts to convene a quorum of the Board have failed due to disruption of electronic communications and/or the ability to safely travel in the Commonwealth.”

Article VI. Executive Director, #2 Duties, modify subsection “e” to add “Keep a record of efforts to convene a meeting of the Board during a State of Emergency to include methods of contact; a summary of the information provided; a summary of the responses of each member; and an explanation of why efforts to contact a member were unsuccessful.”

Dr. Bryant moved to accept the proposed changes as noted in the draft Bylaws and make a recommendation to the Board that the Bylaws be revised. Following a second, a roll call vote was taken. The motion passed.

Dr. Petticolas stated that the Committee’s recommendation will be presented to the Board at its March 19, 2021 meeting.

ADJOURNMENT:

With all business concluded, the Committee adjourned at 11:55 a.m.

Augustus A. Petticolas, Jr., D.D.S., President

Sandra K. Reen, Executive Director

Date

Date