



Board of Dental Examiners of Alabama

2229 Rocky Ridge Road, Birmingham, AL 35216

205.985.7267

www.dentalboard.org

AGENDA

Thursday, March 6, 2025

Board Meeting

Call to Order (9:00 AM)

- Establish Quorum
- Adopt Agenda
- Approve Minutes from February 14, 2025
- Approve Financials from January 2025
- Reports
 - ADPH Celebrates 150 years (Dr. Jones)
 - ADPH Progress Report 2023 Child Death Review (Dr. Jones)
 - Children's Dental Health Month Proclamation (Dr. Jones)
 - SCPH Meeting February 20, 2025 Report (Dr. Jones)
 - CODA site visit UABSoD Oral Surgery (Dr. Gray)
 - State Auditor Letter (Dr. Jones)
- Discussions/Approvals/Presentations
 - Meeting Agenda – Organizing in Blocks (Dr. Jones)
 - List of BDEAL members who have completed the Alabama Ethics Commission – Alabama Ethics Law Training and copies of certificate



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- List of BDEAL members who have completed the Alabama Ethics Commission Statement of Economic Interest (SEI)
 - BDEAL Live Streaming of Meetings – ad hoc committee (Dr. Jones, Dr. Gray, and Dr. York)
 - Discussion: Digital Agenda – use of Sharefile/DropBox (Dr. Jones, Dr. Finn, Dr. York)
 - Interview (10:00 AM)
 - Executive Director Interview
 - ADHP Business (11:00 AM)
 - Discussion: ADHP Funding & Foundation (Dr. York & Ms. Alexander)
 - Discussion/Approval: ADHP Pregnancy/Leave Protocol (Ms. Alexander, Ms. Latham, Mr. Dettling)
 - ADHP Report – (Ms. Latham)
 - CE Business
 - Discussion: CE Approval – Ergonomics (Dr. Jones)
 - Discussion: CE – Definition Discussions (Dr. York)
 - Discussion: Board Seminars (Licensing, CE Broker, Tips) (Dr. Finn)
 - Discussion: On Demand Courses – Ethics, Opioid, ADHP IC, Infection Control (ad hoc committee - Dr. Jones, Dr. McIlwain)
 - Discussion: CE Hours for out-of-state/out-of-country charity clinics (Dr. Jones, Dr. Pruitt, Dr. White)
 - Wellness Business
 - Discussion: BDEAL Wellness ad hoc (Dr. York)



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- Discussion: Lorna Breen Heroes Foundation (Dr. Jones)
- Interview (2:00 PM)
 - Executive Director Interview
- Discussions (3:00 PM)
 - Discussion: Geographic Diversity (Mr. Ingram) **Moved to Friday**
 - Discussion/Approval: Fees for the NAPS charity clinic on April 26, 2025.
 - Discussion/Approval: Fees for the Remote Air Medical June 6, 2025.
 - Discussion: Citing Research and Reasoning Behind Rules Formulated by BDEAL
 - Discussion: BDEAL retreat/strategy (Dr. Jones)
- Adjourn until March 7, 2025



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AGENDA

Friday, March 7, 2025

Board Meeting

Call to Order (8:00 AM)

- Establish Quorum
- **Geographic Diversity – Ragan Ingram**
- Sunset Checklist (8:00 AM) (Mr. Dettling)
- Attorney Report (Mr. Dettling)
- Preapproval for AADB and GCDC travel for reimbursement of actual expenses (Mr. Dettling)
- Discussion – ID for patients (letter from Dr. Mark King)
- Discussion: CE approval for HPV Communication Skills Training (Dr. Jones)
- Cases (Dr. Dixon, Mr. Lane)
- Dental License Applications
 - By Credentials
 - Daniel Kerlan, DDS; University of Tennessee (2000)
 - Joshua Buckner, DMD; Dental College of GA (2017)
 - Brittney Barrow, DMD; Boston University (2014)
 - By Regional Exam
 - Edie Gibson, DDS; University of Detroit (2024)



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- Carolyn Griffin, DMD; UAB (2023)
 - Payton Lane, DMD; University of Mississippi (2023)
 - Shekerra Strong, DMD; University of Mississippi (2023)
 - Austin Toler, DMD; University of Mississippi (2024)
 - Timothy Weber, DMD; UAB (2024)
-
- Dental Hygiene License Applications
 - By Regional Exam
 - Ariana Ferrier, RDH; Fortis (2025)
 - Keontenes Snow, RDH; Fortis (2025)
 - Jeralyn Bolton, RDH; Fortis (2025)
 - Markeysia Evans, RDH; Fortis (2025)
 - Dayile Nereus, RDH; Fortis (2025)
 - (9:00 AM) International Trained Dentists and ADHP/Dental Hygiene – 10 minutes (Dr. Upton)
 - Investigator's Report (Mr. Youngblood)
 - Discussion: Hiring of Executive Director for BDEAL Discussion
 - Adjourn



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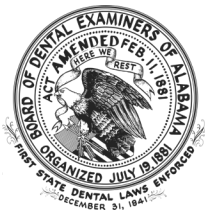
AGENDA

Wednesday, March 19, 2025

Special Called Meeting

Call to Order (5:30 PM)

- Establish Quorum
 - Adopt Agenda
- Discussions/Approvals
 - Vote to Name the new Executive Director (Dr. Jones)
 - CE Broker approvals – Wiregrass Hygiene Organization, Marquee Dental, and Bay Area Dental Hygiene Organization
 - AADB approval for new Executive Director
 - Hep B Titer for ADHP graduates taking regional exam (York)
- Adjourn



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BOARD MEETING

Thursday, March 6, 2025

The Board of Dental Examiners of Alabama met Thursday, March 6, 2025, at the Board office to conduct business.

The President called the Board Meeting to order at 9:00 a.m. with the following members in attendance: Dr. Melodie A. Jones, President; Dr. Kevin Sims, Vice-President; Dr. Mark McIlwain, Secretary/Treasurer; Dr. Holt Gray; Dr. Sonya White; Dr. John W. York, II; and Ms. Kay Alexander, RDH. Also in attendance were Aaron Dettling, Esq., General Counsel; Shannon Youngblood, Investigator; Dr. Donna Dixon, Esq., Prosecuting Attorney/Red Tape Reduction Coordinator; Kevin Lane, Compliance Director; Dr. Mary Beth Finn, Financial Services Manager; Gina Latham, RDH, ADHP Senior Coordinator; and Steve Hancock, Licensing Specialist/Public Records Coordinator.

Guests included: LaShon White-Menefee; Ann Marie Karaki, UAB CE Director; and Stephen Morris.

The President determined a quorum was present. Mr. Dettling confirmed.

The meeting was advertised on the Board's website, www.dentalboard.org, and on the Secretary of State's website, www.sos.alabama.gov in compliance with the Alabama Open Meetings Act.

The President asked the Board to adopt the meeting agenda.

A Motion was made by Dr. White to accept the agenda. The motion was seconded by Ms. Alexander. Motion was approved unanimously of all members present.

The President asked for a review of the Board Minutes from February 14, 2025. Ms. Alexander made a motion to approve the minutes with the correction of the single word "to" added to the section that addressed Mobile permits. The motion was seconded by Dr. York. Motion was approved unanimously of all members present.

Dr. McIlwain presented the Financial Report for January 2025. Ms. Alexander made a motion to accept the report as presented. Dr. White seconded the motion. The motion was approved unanimously of all members present.

REPORTS:

Dr. Jones presented the ADPH 150-year report.

Dr. Jones presented the ADPH Progress Report 2023 Child Death Review.

Dr. Jones announced the Children's Dental Health Month Proclamation.

Dr. Jones presented the SCPH Meeting on February 20, 2025 Report.



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Dr. Gray presented the CODA site visit UABSoD Oral Surgery report.

Dr. Jones presented the State Auditor Letter.

Dr. Jones discussed organizing our meeting agendas into blocks of “like” topics.

Dr. Jones requested that each Board member acknowledge their completion of the Alabama Ethics Commission – Alabama Ethics Law Training and the receipt of the respective certificate. All Board members individually affirmed they had completed the Alabama Ethics Commission training module.

Dr. Jones requested that each Board member acknowledge their completion of the Alabama Ethics Commission Statement of Economic Interest (SOEI). All Board members, as well as Dr. Dixon, individually affirmed that they had completed their annual SOEI filings. Mr. Lane stated that he had not yet completed his SOEI filing.

Dr. York led discussion on behalf of the “Live” streaming of Meetings ad hoc committee. This committee is comprised of Dr. Jones, Dr. Gray, and Dr. York. Dr. York reported that the Board had made the decision in 2023 to purchase technology for board presentations and to allow presenters to Webex into the meeting. Dr. York also reported that he contacted Holt/Audio Visual to determine what else would be needed for the boardroom to make it ready for “live” streaming. Dr. York suggested that we may need to purchase 9 wireless microphones and a sound mixer to add to the existing equipment. Dr. York recommended that the Board proceed with the process of acquiring bids for this work. Dr. York made a motion to allow Dr. Finn to create the request for a quick quote. Dr. Sims seconded the motion. Motion was unanimously approved by all members present.

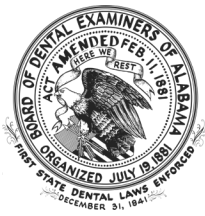
Dr. Finn led the discussion on the use of Sharefile/Dropbox to satisfy the Board’s digital agenda and handouts availability for Board members. Dr. Finn added that the purpose of this is to have all board meeting information in one place for Board Members. In Dropbox, there will be a working folder and a final approved folder for each board meeting.

Dr. York and Ms. Alexander discussed the current ADHP funding and the topic of establishing an ADHP Foundation. Ms. Alexander stated that ALDA should be included in these discussions. Ms. Alexander reported that she had found the history of the preceptorship program authored by Dr. Zack Studstill many years ago and provided copies of this document to the board. Dr. York recently spoke with some of the older dentists, and they are of the opinion that we should not move ADHP into a foundation. Ms. Alexander stated that she would like to see the advantages/disadvantages of putting the ADHP under a foundation. Ms. Alexander suggested that we should request the ADA review the current program as they had done previously. Mr. Lane and Mr. Dettling discussed issues relating to the legal authority to operate the program.

Dr. Jones called for a break at 9:54 a.m.

Dr. Jones resumed the meeting at 10:03 a.m.

An Executive Director Interview was held with Lashon White-Menefee.



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Dr. Jones called for a break at 10:50 a.m.

Dr. Jones resumed the meeting at 11:00 a.m.

Ms. Latham received a request from a current ADHP student about returning to work post maternity leave. Although the student had been attending class, she had not been working the required 30 hours per week since January. Mr. Dettling stated that the Board rule states that the student must work 30 hours per week during the ADHP program. Ms. Alexander determined the Board has no choice but to remove the student from the program. Dr. Jones stated that based on the ADHP requirements, there is no need for a motion, as this is a staff-level action.

Ms. Latham gave the ADHP report and stated that the program would be completed on April 4. The pinning ceremony is scheduled for April 12. Ms. Latham also reported that the new session application is now officially on the website. She added there are currently 176 remaining in the program.

Dr. Jones stated that a request was received from a group that wants to provide a CE dealing with ergonomics. As the Board requested more information to see how it relates to the practice of dentistry, the provider was asked to upload the course to CE Broker and provide more information.

Dr. York reported from the CE ad hoc committee that there are discrepancies between board rules and CE Broker as the new rules took effect February 14th. He added there are now 23 states that allow on-line webinars as “live” classes for continuing education. Dr. York added that as trends continue to evolve, we may want to look at making changes to our requirements. Dr. Finn made a presentation on the current CE Broker issues and enhancements that are being made to accommodate our needs.

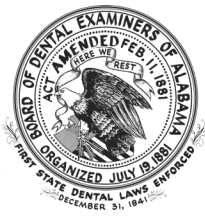
Dr. Finn discussed how the staff currently make visits to the dental school and the 2-year colleges to help their licensees with the application process and CE Broker requirements. She added that we could also start offering the same training here at the board office. Dr. Jones stated that we should move forward with this and put it on the website. Anne Marie Karaki stated that UAB would love to partner with the board in providing live classes or hosting classes for the Board. She also reiterated the value of requiring “live” classes and the need to not just make requirement changes because other states are moving in a different direction.

Dr. Jones called for a break at 12:00 noon.

Dr. Jones resumed the meeting at 12:30 p.m.

Dr. McIlwain stated that he would like to see the Board support the UAB Dental School in their pursuit of offering on-demand education to dentists and hygienists with regard to Ethics, Opioid Prescribing, and Infection Control. Anne Marie Karaki stated that she is allocating time in the August Hygiene symposium, August 15-16, 2025, to allow Dr. Finn to make a presentation. Dr. Jones added that the Board could also use the symposium to have a Town Hall meeting.

Dr. Jones discussed CE hours for out-of-state/out-of-country charity clinics and whether we can accommodate this in Alabama. Mr. Dettling responded that it would be a policy decision by the



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Board. The Board would need to make a rule change if this is adopted. Dr. McIlwain suggested that we limit the number of CE hours for charity/pro bono each year.

Dr. York gave a Wellness ad hoc committee report. He discussed that Dr. Garver is pursuing a non-profit category, and he has asked Dr. Garver to identify where the funds would be acquired. Dr. Garver stated that it would need approximately \$250-300k per year. Dr. McIlwain added that the Wellness Committee wants to consider cases on an individual basis for a licensee to possibly not be put on probation. Dr. McIlwain recommended that the Board empower the Wellness Committee to handle all wellness issues, look at the current rules on probation and review them individually to determine if changes can be made. Mr. Dettling stated that he would like to see a more specific proposal of what is being requested for change. Dr. Dixon added that there currently is not enough detail on Dr. Garver's current request for changes. The goal would be to attain this detail from Dr. Garver by the April meeting.

Dr. Jones gave a report on the Lorna Breen Heroes Foundation and its function. She added their mission is to remove barriers to healthcare. Dr. Jones has submitted our licensing applications to them for content review.

Dr. Jones reported that the Board needed to address the waiver of the fees associated with the NAPS charity clinic which will be held on April 26, 2025. Dr. McIlwain made a motion that, in accordance with Alabama Administrative Code R. 270-X-4-.09, the Board finds that there is a public purpose for waiving the fees for mobile and portable permits for the NAPS charity clinic, that no board member, employee, nor family member would benefit personally from doing so, and therefore to charge the NAPS charity clinic \$0.00 per permit for the April 26, 2025, special charity event. The motion was seconded by Dr. Gray. Motion was unanimously approved by all members present.

Dr. Jones stated that the Board should address the waiver of the fees associated with the Remote Air Medical (RAMS) charity event which will be held on June 6, 2025. Dr. Sims made a motion that, in accordance with Alabama Administrative Code R. 270-X-4-.09, the Board finds that there is a public purpose for waiving the fees for mobile and portable permits for the RAMS charity event, that no board member, employee, nor family member would benefit personally from doing so, and therefore to charge the RAMS charity event \$0.00 per permit for the June 6, 2025, event. The motion was seconded by Dr. White. Motion was unanimously approved by all members present.

Dr. Jones stated that she had received a request for the BDEAL to give research and reasoning behind rules being formulated.

Dr. Jones discussed the BDEAL strategy with the Board and opened the floor for discussion on what is each Board member's vision for the Board. –

- Dr. White responded that her vision is the protection of the public and maintaining a good working environment.
- Dr. Sims responded that one of the goals needs to be modernizing our rules and goals and stay on top of things, such as keeping our DPA current.



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- Dr. McIlwain would like to see the Board publish a dental/hygienist directory book as was published in the past.
- Dr. McIlwain also added that all things that deal with ethics are important.

Dr. Jones called for a break at 1:48 p.m.

Dr. Jones resumed the meeting at 2:00 p.m.

An Executive Director Interview was held with Stephen Morris.

Cases

Dr. McIlwain made a motion that case #2024-283 has no evidence to sustain. Dr. Sims seconded the motion. It was approved unanimously with the case team leader and hygiene member abstaining from the vote.

Dr. White made a motion that case #2025-80 has no evidence to sustain. Dr. York seconded the motion. It was approved unanimously with the case team leader and hygiene member abstaining from the vote.

Dr. White made a motion that case #2025-101 has no evidence to sustain. Dr. Sims seconded the motion. It was approved unanimously with the case team leader and hygiene member abstaining from the vote.

Dr. McIlwain made a motion to issue a non-disciplinary fine of \$500 to case #2025-82. Dr. Sims seconded the motion. The motion was approved unanimously with the case team leader and hygiene member abstaining from the vote.

Dr. Sims made a motion to issue a non-disciplinary fine of \$500 and a notice for hearing to case #2025-83. Dr. York seconded the motion. The motion was approved unanimously with the case team leader and hygiene member abstaining from the vote.

Dr. York made a motion to issue a non-disciplinary fine of \$500 to case #2025-84. Dr. Sims seconded the motion. The motion was approved unanimously with the case team leader and hygiene member abstaining from the vote.

Dr. Sims made a motion to issue a non-disciplinary fine of \$500 to case #2025-85. Dr. Jones seconded the motion. The motion was approved unanimously with the case team leader and hygiene member abstaining from the vote.

Ms. Alexander made a motion to issue a non-disciplinary fine of \$500 to case #2025-86. Dr. White seconded the motion. The motion was approved unanimously with the case team leader abstaining from the vote.

Dr. Sims made a motion to issue a non-disciplinary fine of \$500 to case #2025-87. Dr. York seconded the motion. The motion was approved unanimously with the case team leader and hygiene member abstaining from the vote.



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Dr. York made a motion to issue a non-disciplinary fine of \$500 to case #2025-88. Dr. White seconded the motion. The motion was approved unanimously with the case team leader and hygiene member abstaining from the vote.

Dr. White made a motion to issue a non-disciplinary fine of \$500 to case #2025-89. Dr. Sims seconded the motion. The motion was approved unanimously with the case team leader and hygiene member abstaining from the vote.

Dr. McIlwain made a motion to administratively close case #2025-90. Dr. Sims seconded the motion. The motion was approved unanimously with the case team leader and hygiene member abstaining from the vote.

Dr. McIlwain made a motion to issue a non-disciplinary fine of \$500 to case #2025-91. Dr. White seconded the motion. The motion was approved unanimously with the case team leader and hygiene member abstaining from the vote.

Dr. Sims made a motion to administratively close case #2025-94. Dr. White seconded the motion. The motion was approved unanimously with the case team leader and hygiene member abstaining from the vote.

Dr. White made a motion to administratively close case #2025-95. Dr. Sims seconded the motion. The motion was approved unanimously with the case team leader and hygiene member abstaining from the vote.

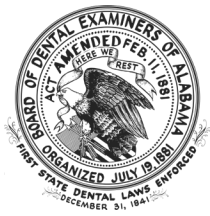
Dr. McIlwain made a motion to issue a non-disciplinary fine of \$500 to case #2025-103. Dr. Jones seconded the motion. The motion was approved unanimously with the case team leader and hygiene member abstaining from the vote.

Dr. McIlwain made a motion to issue a non-disciplinary fine of \$500 to case #2025-105. Dr. Sims seconded the motion. The motion was approved unanimously with the case team leader and hygiene member abstaining from the vote.

Ms. Alexander made a motion to issue a non-disciplinary fine of \$500 to case #2025-106. Dr. White seconded the motion. The motion was approved unanimously with the case team leader abstaining from the vote.

Dr. Sims made a motion that case #2025-107 has no evidence to sustain. Dr. Jones seconded the motion. The motion was approved unanimously with the case team leader and hygiene member abstaining from the vote.

Dr. Gray made a motion that the BDEAL and staff create a yearly newsletter to distribute to all active licensees to include links to the DPA, Board Rules and other pertinent licensing information, including CE requirements. Going forward, all new licensees will receive this newsletter when approved by the Board for licensure. Dr. McIlwain seconded the motion. Motion was unanimously approved by all members present. A draft of this newsletter will be reviewed in the April 2025 meeting.



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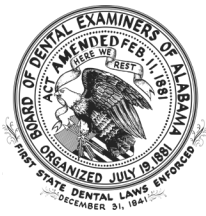
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Dr. McIlwain made a motion to adjourn the meeting until March 7 at 8:00 a.m. Dr. White seconded the motion. Motion was unanimously approved by all members present.

Meeting Adjourned at 3:35 p.m. until March 7, 2025, at 8:00 a.m.



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BOARD MEETING

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The President called the Board Meeting to order at 8:00 a.m. with the following members in attendance: Dr. Melodie A. Jones, President; Dr. Kevin Sims, Vice-President; Dr. Mark McIlwain, Secretary/Treasurer; Dr. Holt Gray; Dr. Sonya White; Dr. John W. York, II; and Ms. Kay Alexander, RDH. Also in attendance were Aaron Dettling, Esq., General Counsel; Shannon Youngblood, Investigator; Dr. Donna Dixon, Esq., Prosecuting Attorney/Red Tape Reduction Coordinator; Kevin Lane, Compliance Director; Dr. Mary Beth Finn, Financial Services Manager; Gina Latham, RDH, ADHP Senior Coordinator; and Steve Hancock, Licensing Specialist/Public Records Coordinator.

Guests included: Ragan Ingram of Windom, Galliher & Associates; Dr. Rene Talbot; Dr. G. Robin Pruitt, Jr.; Jessica Robertson; Dr. Camilla Barros; and Dr. Shaheen Upton.

The President determined a quorum was present. Mr. Dettling confirmed.

The meeting was advertised on the Board's website, www.dentalboard.org, and on the Secretary of State's website, www.sos.alabama.gov in compliance with the Alabama Open Meetings Act.

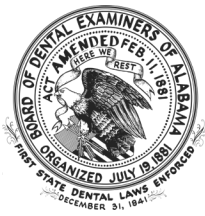
Mr. Ingram presented a report on Geographic Diversity and discussed the history of this issue. Mr. Ingram noted that the Legislature is wanting to see greater geographic diversity in regulatory boards, oftentimes using representation by Congressional district as a starting point. Mr. Ingram added that there is currently no push to make any changes in this legislative session, however we need to address this before the next Sunset review in 2027. Dr. McIlwain stated that the Board should move forward looking at diversity as Board positions change and ensure that the Board is represented by geographic makeup but specialties are being also represented.

Mr. Ingram gave a legislative report. He announced that the current legislative session is in its Spring break. The two Senate bills have gone through, and the House bills went in yesterday, March 6.

Mr. Dettling gave a Sunset Committee Checklist report and discussed that the checklist has been created and distributed to the Board. Mr. Dettling suggested that this be a standing item that is discussed during each month's board meeting and will be a running agenda item. Mr. Dettling pointed out that most of the things on the Sunset checklist have been proactively addressed.

Dr. McIlwain suggested that the Board adopt a policy that the Board never pays for any meals at any board-related functions. Mr. Dettling agreed that the simpler we make things the better.

Mr. Dettling gave his attorney report and announced that the recent hearing in Circuit Court was successful for the interlocutory appeal and there are no other cases or appeals at this time.



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Dr. Rene Talbot spoke to the Board and announced that she has officially put in her request to run for a position on the board. She acknowledged the board leadership in the last year has been positive and stated that the Board has done a great job addressing items that needed to be addressed.

Dr. York discussed some additional items related to the previous meeting's discussion on the Wellness committee. He stated that Dr. Garver is very excited about the discussions and was glad about the combination of the program among agencies.

Mr. Dettling discussed the need for preapproval of AADB and GCDC travel for reimbursement of actual expenses. He stated that what is being requested is "pre-approving" using the actual expense method (receipts) and who will be attending. Dr. McIlwain made a motion to pre-approve travel reimbursement for actual expenses for the AADB and the GCDC. Dr. Sims seconded the motion. Motion was unanimously approved by all members present.

Dr. Jones discussed Dr. King's letter regarding the use of IDs for patients and his request for clarification on what constitutes an "ID" especially as it relates to Ethics and Human trafficking. Mr. Dettling stated that the Board's rules do not require Social Security numbers. The only items that are currently required are first and last name and address as contact information. Mr. Dettling noted that other stakeholders, such as third-party payors, might require additional information.

Dr. Jones discussed a CE approval for HPV communication skills training. Dr. Sims stated that the board would like to see a copy of the training prior to approving. The Board will address once it is uploaded into CE Broker.

- **Dental License Applications**

- By Credentials

- Daniel Kerlan, DDS; University of Tennessee (2000)
 - Joshua Buckner, DMD; Dental College of GA (2017)
 - Brittney Barrow, DMD; Boston University (2014)

Dr. Gray recommended approval of the above applicants for Dental Licensure by Credentials contingent upon successful completion of the jurisprudence exam. Dr. Sims made a motion to approve the applications. Dr. McIlwain seconded the motion. The motion was approved unanimously by all members present.

- By Regional Exam

- Edie Gibson, DDS; University of Detroit (2024)
 - Carolyn Griffin, DMD; UAB (2023)
 - Payton Lane, DMD; University of Mississippi (2023)
 - Shekerra Strong, DMD; University of Mississippi (2023)
 - Austin Toler, DMD; University of Mississippi (2024)
 - Timothy Weber, DMD; UAB (2024)



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Dr. Gray recommended approval of the above applicants for Dental Licensure by Regional Exam contingent upon successful completion of the jurisprudence exam. Dr. White made a motion to approve the applications. Dr. McIlwain seconded the motion. The motion was approved unanimously by all members present.

- Dental Hygiene License Applications
 - By Regional Exam
 - Ariana Ferrier, RDH; Fortis (2025)
 - Keontenes Snow, RDH; Fortis (2025)
 - Jeralyn Bolton, RDH; Fortis (2025)
 - Markeysia Evans, RDH; Fortis (2025)
 - Dayile Nereus, RDH; Fortis (2025)

Ms. Alexander recommended approval of the above applicants for Dental Hygiene Licensure by Regional Exam contingent upon successful completion of the jurisprudence exam. Dr. Sims made a motion to approve the applications. Dr. White seconded the motion. The motion was approved unanimously by all members present.

Dr. Upton and Dr. Barros discussed the current rules of not allowing a foreign trained dentist the ability to attain a license. She also stated that Alabama is requiring a two-year waiting period before someone can apply for the ADHP program. She proposes that the foreign trained dentists be able to apply to the ADHP without working two years first as a dental assistant. Dr. Jones recommended that this issue be looked at and brought back in the April meeting with a recommendation moving forward.

Mr. Youngblood announced that since the last meeting, he has completed five inspections.

Dr. McIlwain reviewed the mission of the Executive Director search committee and how the current process has resulted in the choice of three (3) candidates. The three candidates that were in the final group were ranked by the board. Since there were close numbers on two candidates, it was determined that a run-off would be held. Dr. Jones called for a break to allow for the run-off and would return with the final run-off tabulation. Dr. McIlwain announced that there will be an Executive Director position run-off between Stephen Morris and Neal Morrison.

Dr. Jones called for a break at 8:54 a.m.

Dr. Jones resumed the meeting at 9:05 a.m.

Dr. York made a motion to allow Dr. Jones to offer the Executive Director position to Stephen Morris and make the appropriate contact and logistics discussions. The motion was seconded by Dr. White. The motion was unanimously approved by all members present.

Dr. McIlwain made a motion to adjourn the meeting. Ms. Alexander seconded the motion. Motion was approved unanimously of all members present.

Dr. Jones adjourned the meeting at 9:33 a.m.



Board of Dental Examiners of Alabama

2229 Rocky Ridge Road, Birmingham, AL 35216

205.985.7267

www.dentalboard.org

Submitted by: Steve Hancock

Respectfully Submitted,

Dr. Mark McIlwain, Secretary/Treasurer

Approved: _____



Board of Dental Examiners of Alabama

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MINUTES OF SPECIAL/CALLED BOARD MEETING

Wednesday, March 19, 2025, 5:30 p.m.

The Board of Dental Examiners of Alabama met Wednesday, March 19, 2025, at the Board office to conduct business.

The President called the Board Meeting to order at 5:30 p.m. with the following members in attendance in person: Dr. Melodie A. Jones, President; Dr. Kevin Sims, Vice-President; and Dr. Holt Gray attending in person. Dr. Mark McIlwain, Secretary/Treasurer; Dr. Sonya White; Dr. John W. York, II; and Ms. Kay Alexander, RDH; attended virtually. Also in attendance in person were Aaron Dettling, Esq., General Counsel; Shannon Youngblood, Investigator; Dr. Mary Beth Finn, Financial Services Manager; and Gina Latham, RDH, ADHP Senior Coordinator.

Guests included: Ragan Ingram of Windom, Galliher & Associates (Virtual), Stephen Morris (Virtual), and Mr. Cody P. Jones. Various other members of the public joined and monitored the meeting via remote means.

The President determined a quorum was present. Mr. Dettling confirmed.

The meeting was advertised on the Board's website, www.dentalboard.org, and on the Secretary of State's website, www.sos.alabama.gov in compliance with the Alabama Open Meetings Act. Because Board members participated in the meeting via remote means, the public notice complied with Ala. Code § 36-25A-5.1, and members of the public were afforded the opportunity to and did in fact join the meeting by remote means as well.

The President asked the Board to adopt the meeting agenda. Dr. Sims made a motion to adopt the agenda for the meeting. Dr. Gray seconded the motion. Motion was approved by roll call vote: Dr. Jones – yes, Dr. Sims – yes, Dr. McIlwain – yes, Dr. York – yes, Dr. Gray – yes, Dr. White – yes, and Ms. Alexander – yes.

Dr. Jones announced that Mr. Stephen Morris had accepted the Board's offer of employment as the Board's new Executive Director. Dr. Sims made a motion to formally appoint Mr. Stephen Morris as the Board's Executive Director. Dr. Gray seconded the motion. Motion was approved by roll call vote: Dr. Jones – yes, Dr. Sims – yes, Dr. McIlwain – yes, Dr. Gray – yes, Dr. White – yes, Dr. York – yes, and Ms. Alexander – yes.

Dr. Jones discussed approval of three courses for Continuing Education credit. The Wiregrass Hygiene Organization, Marquee Dental, and Bay Area Dental Hygiene Organization courses were reviewed and discussed. Dr. McIlwain made a motion to approve the three courses as presented for Continuing Education credit. Dr. White seconded the motion. Motion was approved by roll call



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vote: Dr. Jones – yes, Dr. Sims – yes, Dr. McIlwain – yes, Dr. Gray – yes, Dr. White – yes, Dr. York – yes, and Ms. Alexander – yes.

Dr. Jones discussed the need for approval of travel for Mr. Morris to the AADB Mid-year Conference. (Dr. White, Dr. Jones, Dr. York, and Mr. Dettling have already been approved by the Board for the conference.) Dr. York made the motion to preapprove travel for reimbursement of actual expenses with receipts for documentation for Mr. Morris. Dr. White seconded the motion.

Motion was approved by roll call vote: Dr. Jones – yes, Dr. Sims – yes, Dr. McIlwain – yes, Dr. Gray – yes, Dr. White – yes, Dr. York – yes, and Ms. Alexander – yes.

Dr. York discussed a conversation he had with a licensee regarding the Hepatitis B titer requirement for the Dental Hygiene License application by Regional Exam. He asked the Board to look at the requirements for admissions to the ADHP program and consider modifying the verbiage to exclude a new titer for the ADHP graduate who is applying for licensure. Mr. Dettling will review the application and create a modification for the April meeting.

Dr. Gray made a motion to adjourn the meeting. Dr. Sims seconded the motion. Motion was approved by roll call vote: Dr. Jones – yes, Dr. Sims – yes, Dr. McIlwain – yes, Dr. Gray – yes, Dr. White – yes, Dr. York – yes, and Ms. Alexander – yes.

Dr. Jones adjourned the meeting at 5:44 p.m.

Submitted by: Dr. Mary Beth Finn

Respectfully Submitted,

Dr. Mark McIlwain, Secretary/Treasurer

Approved: _____

Board of Dental Examiners of Alabama

Statement of Financial Position

As of January 31, 2025

		TOTAL
ASSETS		
Current Assets		
Bank Accounts		
1000 Synovus Bank Money Market Account		791,953.95
1100 Synovus Bank Checking Account		3,393,782.79
Total Bank Accounts		\$4,185,736.74
Accounts Receivable		
1200 Accounts Receivable		189,809.20
Total Accounts Receivable		\$189,809.20
Other Current Assets		
1250 Allowance for Doubtful Accts		-6,327.40
Total Other Current Assets		\$ -6,327.40
Total Current Assets		\$4,369,218.54
Fixed Assets		
1601 Fixed Asset - LAND		190,995.00
1602 Building		879,005.00
1604 Office Furniture & Equip.		162,395.33
1605 Vehicles		71,404.65
1606 Software		225,966.60
1650 Accumulated Depr.		-445,765.36
1700 Right-to-use Leased Assets		4,320.00
1750 Accum Amortization Leased Asset		-2,880.00
Total Fixed Assets		\$1,085,441.22
TOTAL ASSETS		\$5,454,659.76
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 Accounts Payable		3,136.50
Total Accounts Payable		\$3,136.50
Credit Cards		
2001 Synovus Visa		717.27

Board of Dental Examiners of Alabama

Statement of Financial Position

As of January 31, 2025

	TOTAL
Total Credit Cards	\$717.27
Other Current Liabilities	
2100 Lease Payable	1,440.00
2329 FICA Withholding	290.73
2331 State Withholding	2,873.97
2500 Accrued SEP Contributions	75,548.52
2600 Accrued Compensated Absences	194,785.26
2800 Alabama Controlled Substance State PDMP Fee	4,070.00
312 Def. Revenue Hygiene	140.00
Total Other Current Liabilities	\$279,148.48
Total Current Liabilities	\$283,002.25
Total Liabilities	\$283,002.25
Equity	
4000 Revenue Over (Under) Expenses	1,640,843.56
4680 Beginning Reserve Fund Balance	2,386,274.64
4800.1 Beginning Op Fund Balance	-3,152.92
Net Revenue	1,147,692.23
Total Equity	\$5,171,657.51
TOTAL LIABILITIES AND EQUITY	\$5,454,659.76

Board of Dental Examiners of Alabama

Budget vs. Actuals: FYE 2023-2024

October 2024 - September 2025

As of January 31, 2025

	Total			
	Actual	Budget	Remaining	% of Budget
Revenue				
4501 Dental Annual Registration Fee	857,950.00	911,750.00	53,800.00	94.10%
4502 Dental Hygiene Annual Registration Fee	296,185.00	314,790.00	18,605.00	94.09%
4503 Alabama Controlled Substance Permit Fee	4,045.00	16,875.00	12,830.00	23.97%
4503.1 Alabama Controlled Substance Permit Renewal Fee	296,630.00	309,900.00	13,270.00	95.72%
4504.1 Dental Faculty Teaching Permit Fee	2,000.00	0.00	(2,000.00)	0.00%
4504.2 Teaching Permit Renewal Fee	1,500.00	5,250.00	3,750.00	28.57%
4504.3 Dental Faculty Special Teaching Permit Fee	4,350.00	5,100.00	750.00	85.29%
4504.4 Special Teaching Permit Renewal Fee	300.00	0.00	(300.00)	0.00%
4505 ADHP Instructor Certification Course Fee	15,150.00	7,500.00	(7,650.00)	202.00%
4508 ADHP Instructional Materials Fee	0.00	183,750.00	183,750.00	0.00%
4508.1 ADHP Training Education Fee	0.00	73,500.00	73,500.00	0.00%
4508.2 ADHP Application Fee	0.00	63,000.00	63,000.00	0.00%
4508.3 ADHP Training Permit Fee	0.00	31,500.00	31,500.00	0.00%
4509 Dental Licensure by Regional Exam Application Fee	8,500.00	63,000.00	54,500.00	13.49%
4511 Duplicate or Replacement License Fee	125.00	1,000.00	875.00	12.50%
4512 Dental Hygiene by Regional Exam Application Fee	3,150.00	66,500.00	63,350.00	4.74%
4515.1 Dental License Reinstatement Penalty	8,646.00	15,000.00	6,354.00	57.64%
4515.2 Dental Hygiene License Reinstatement Penalty	4,000.00	6,000.00	2,000.00	66.67%
4516 State Privilege License Money	0.00	14,000.00	14,000.00	0.00%
4517 Interest income	51.86	150.00	98.14	34.57%
4518 Parenteral Sedation Permit Renewal Fee	15,000.00	15,600.00	600.00	96.15%
4519 General Anesthesia Permit Renewal Fee	60,900.00	66,600.00	5,700.00	91.44%
4521 Other Income	2,000.00	7,000.00	5,000.00	28.57%
4527 Disciplinary Fine	53,100.00	0.00	(53,100.00)	0.00%
4527.1 Administrative Costs	11,300.00	55,000.00	43,700.00	20.55%
4527.2 ADPWC Monitoring Fee	2,775.00	15,000.00	12,225.00	18.50%
4527.3 Non-Disciplinary Fines	8,750.00	50,000.00	41,250.00	17.50%
4528 General Anesthesia Permit Fee	32,400.00	40,500.00	8,100.00	80.00%
4528.1 Parenteral Sedation Permit Fee	2,700.00	13,500.00	10,800.00	20.00%
4529 Oral Conscious Sedation Permit Renewal Fee	23,600.00	30,500.00	6,900.00	77.38%
4530 Dental License by Credentials Application Fee	17,500.00	70,000.00	52,500.00	25.00%
4530.1 Dental Hygiene License by Credentials Fee	5,600.00	8,000.00	2,400.00	70.00%
4531 Returned Check Fees	240.00	7,000.00	6,760.00	3.43%

Board of Dental Examiners of Alabama

Budget vs. Actuals: FYE 2023-2024

October 2024 - September 2025

As of January 31, 2025

	Total			
	Actual	Budget	Remaining	% of Budget
4532 Oral Conscious Sedation Permit Fee	400.00	4,000.00	3,600.00	10.00%
4540 Special Purpose Dental License Fee	450.00	900.00	450.00	0.00%
4546 Military Spouse	0.00	150.00	150.00	0.00%
4617.1 Mobile Dental Facility/Portable Dental Operation Renewal of Certification of Application Fee	4.00	5,000.00	4,996.00	0.08%
4618 Mobile Dental Facility/Portable Dental Operation Application for Certification of Application Fee	8.00	1,500.00	1,492.00	0.00%
4620 Dental Hygiene Infiltration Anesthesia Permit Fee	3,200.00	10,000.00	6,800.00	32.00%
4620.1 Dental Hygiene Infiltration Anesthesia Permit Renewal Fee	42,525.00	44,700.00	2,175.00	95.13%
4622 Sepcial Volunteer License Fee	50.00	400.00	350.00	12.50%
4800 Overpayments	65.00	0.00	(65.00)	0.00%
Total Revenue	1,785,149.86	2,533,915.00	748,765.14	70.45%
Gross Profit	1,785,149.86	2,533,915.00	748,765.14	70.45%
Expenditures				
6100.4 ADHP Education Director	8,000.00	46,000.00	38,000.00	17.39%
6114-0 Board Member Compensation	12,600.00	100,000.00	87,400.00	12.60%
6114.1 Board Meeting Supplies	184.99	2,500.00	2,315.01	7.40%
6198-0 Bonus	3,200.00	3,500.00	300.00	91.43%
6201-0 Payroll Expenses				
6201.1 Payroll Taxes	21,908.14	90,000.00	68,091.86	24.34%
6201.2 Wages - Staff	275,525.86	820,000.00	544,474.14	33.60%
6201.3 Payroll Tax Penalty	0.00	2,000.00	2,000.00	0.00%
Total 6201-0 Payroll Expenses	297,434.00	912,000.00	614,566.00	32.61%
6202-0 Pension Plan	0.00	118,125.00	118,125.00	0.00%
6203-0 Medical Insurance	46,987.72	150,000.00	103,012.28	31.33%
6204-0 Workman Comp. Ins.	0.00	9,500.00	9,500.00	0.00%
6205.1 Quickbooks Software	3,067.20	4,000.00	932.80	76.68%
6300-0 Travel - In-State	8,594.73	35,000.00	26,405.27	24.56%
6400-0 Travel - Out-of-State	3,925.76	40,000.00	36,074.24	9.81%
6500.1 Building Maintenance & Repairs	1,727.09	10,500.00	8,772.91	16.45%
6500.2 Building Security	149.50	420.00	270.50	35.60%
6500.3 Grounds Maintenance	2,600.00	10,000.00	7,400.00	26.00%
6500.4 Building Supplies	32.38	4,000.00	3,967.62	0.81%
6500.5 Renovations and Replacement	61,013.80	100,000.00	38,986.20	61.01%
6600.1 Rentals & Leases/Offsite Mtg	31,701.00	100,000.00	68,299.00	31.70%

Board of Dental Examiners of Alabama

Budget vs. Actuals: FYE 2023-2024

October 2024 - September 2025

As of January 31, 2025

	Total			
	Actual	Budget	Remaining	% of Budget
6600.2 New Office Dues & Bonds	3,506.08	4,000.00	493.92	87.65%
6700.1 Utilities - Telephone	101.97	480.00	378.03	0.00%
6700.3 Utilities - Power	6,216.53	20,000.00	13,783.47	31.08%
6700.4 Utilities - Internet	1,197.00	5,000.00	3,803.00	23.94%
6700.5 Utilities - Water/Sewer	589.18	2,000.00	1,410.82	29.46%
6700.6 Communications	2,745.84	8,000.00	5,254.16	34.32%
6800 Professional Services General	1,507.89	10,000.00	8,492.11	15.08%
6800.1 Membership Dues/Subscriptions	3,162.00	25,000.00	21,838.00	12.65%
6800.2 ADHP Instruc Costs	14,955.38	75,000.00	60,044.62	19.94%
6800.3 ADHP Extra Assistance	0.00	6,000.00	6,000.00	0.00%
6800.4 Anesthesia Committee Chairman	8,000.00	30,000.00	22,000.00	26.67%
6800.5 Wellness Committee Chairman	28,125.32	85,000.00	56,874.68	33.09%
6800.6 External Auditors	5,000.00	27,500.00	22,500.00	18.18%
6801 Board Attorney Fees (GC)	48,911.34	145,000.00	96,088.66	33.73%
6801.1 Attorney General's Office	0.00	2,000.00	2,000.00	0.00%
6801.2 Board Attorney Fees - Other	0.00	500.00	500.00	0.00%
6840 Consultants	0.00	84,000.00	84,000.00	0.00%
6899.1 Evaluator Fees (for all evals)	1,500.00	30,000.00	28,500.00	5.00%
6899.2 Hearing Officer Fees	0.00	2,500.00	2,500.00	0.00%
6899.5 Website Charges	0.00	2,000.00	2,000.00	0.00%
6899.6 ADHP Materials and Supplies	96.72	0.00	0.00	0.00%
6900 Office Expense	1,770.94	12,000.00	10,229.06	14.76%
6900.1 Recycle/Paper Disposal	254.93	1,500.00	1,245.07	17.00%
6900.2 Legal Fees & Record Acq	165.27	8,000.00	7,834.73	2.07%
6902 NPDB HIPDB Lic Bkgrd	50.00	600.00	550.00	8.33%
6903 SAVE	91.00	500.00	409.00	18.20%
6906 Printing & Supplies	1,110.00	2,500.00	1,390.00	44.40%
6910 Postage Fees	1,000.00	4,000.00	3,000.00	25.00%
6924 Insurance Other	16,862.00	19,000.00	2,138.00	88.75%
6944 Computer Updates	767.68	10,000.00	9,232.32	7.68%
6944.1 Computer Support	2,543.85	15,000.00	12,456.15	16.96%
6944.2 ADHP Conf & Storage	0.00	3,000.00	3,000.00	0.00%
6944.3 Computer Expenses - Other	751.19	5,000.00	4,248.81	15.02%
6944.4 i-Gov Charges	0.00	64,000.00	64,000.00	0.00%
6950 Bank & CC Service Fees	369.20	2,500.00	2,130.80	14.77%

Board of Dental Examiners of Alabama

Budget vs. Actuals: FYE 2023-2024

October 2024 - September 2025

As of January 31, 2025

	Total			
	Actual	Budget	Remaining	% of Budget
6951 NSF	9.00	8,000.00	7,991.00	0.11%
6951.1 Refunds	0.00	2,000.00	2,000.00	0.00%
6999 Misc. Payroll Entries	298.14	40,000.00	39,701.86	0.75%
7100.1 Vehicle Repairs & Maintenance	311.84	8,000.00	7,688.16	3.90%
7100.2 Vehicle Fuel	3,735.20	20,000.00	16,264.80	18.68%
7400 Equipment	533.97	3,000.00	2,466.03	17.80%
7400.1 Equipment - Other	0.00	1,000.00	1,000.00	0.00%
Total Expenditures	637,457.63	2,439,125.00	1,801,667.37	26.13%
Net Operating Revenue	1,147,692.23	94,790.00	(1,052,902.23)	1210.77%
Net Revenue	1,147,692.23	94,790.00	(1,052,902.23)	1210.77%