



**Saturday, May 7, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

Agenda

Notice is hereby given that a public meeting of the Dental Hygiene Committee of California (DHCC) will be held as follows:

**FULL COMMITTEE MEETING AGENDA**

The DHCC welcomes and encourages public participation in its meetings. The public may take appropriate opportunities to comment on any issue before the DHCC at the time the item is heard.

**Saturday, May 7, 2016**  
**9:00 a.m. – Adjournment**  
**Marriott Hotel - Los Angeles International Airport**  
**5855 West Century Blvd., Atlanta/Boston Room**  
**Los Angeles, CA 90004**

**Members of the Committee**

J. Noel Kelsch, RDHAP, President  
Susan Good, Public Member, Vice President  
Evangeline Ward, RDH, Secretary

Michelle Hurlbutt, RDH Educator	Nicolette Moultrie, RDH
Sandy Klein, Public Member	Timothy Martinez, DMD
Edcelyn Pujol, Public Member	Garry Shay, Public Member

**Dental Hygiene Committee of California – Full Committee – Open Session**

**<<Reconvene of Full Committee>>**

Roll Call/Establishment of Quorum

**1. Public Comment for Items Not on the Agenda**

[The DHCC may not discuss or take action on any matter raised during the Public Comment section that is not included on this agenda, except whether to decide to place the matter on the agenda of a future meeting (Government Code §§ 11125 & 11125.7(a))]

**2. Update on the Implementation of the BreEZe Computer System**

**3. Update on Little Hoover Commission Hearings**

**4. Budget Report**

**5. Discussion and Possible Action on Proposed Strategic Planning Dates**

**6. Ethical Decision Making Presentation for Members**

**7. Update on Pending Regulatory Packages:**

- a) Educational Programs, CCR, Title 16, Division 11, §§1103, 1105, 1105.1, 1105.2, 1105.3, 1105.4 and 1106
- b) Feasibility Study - CCR, Title 16, Division 11, §§ 1104, 1104.1, 1104.2
- c) Administration and Examinations, CCR, Title 16, Division 11, §§1101, 1121, 1122, 1124, 1126, 1127, and 1133
- d) Definitions – CCR, Title 16, Division 11, §1100
- e) Remedial Education – CCR, Title 16, Division 11, §1108

**8. Legislative and Regulatory Subcommittee Report:**

The DHCC may take action on any items listed as action items on the Legislative and Regulatory Subcommittee Agenda and the Recommendations Provided by the Subcommittee.

**9. Licensing and Examination Subcommittee Report:**

The DHCC may take action on any items listed as action items on the Licensing and Examination Subcommittee Agenda and the Recommendations Provided by the Subcommittee.

**10. Enforcement Subcommittee Report:**

The DHCC may take action on any items listed as action items on the Enforcement Subcommittee Agenda and the Recommendations Provided by the Subcommittee.

**11. Education Subcommittee Report:**

The DHCC may take action on any items listed as action items on the Education Subcommittee Agenda and the Recommendations Provided by the Subcommittee.

**12. Closed Session**

*The DHCC may meet in closed session to deliberate on disciplinary matters pursuant to Government Code §11126 (c)(3)*

**Return to Open Session**

**13. Future Agenda Items**

**14. Adjournment**

Public comments will be taken on agenda items at the time the specific item is raised. The DHCC may take action on any item listed on the agenda including informational only items. All times are approximate and subject to change. Agenda items may be taken out of order to accommodate speakers and to maintain a quorum. The meeting may be cancelled without notice. For verification of the meeting, call (916) 263-1978 or access DHCC's Web Site at [www.dhcc.ca.gov](http://www.dhcc.ca.gov).

The meeting facilities are accessible to individuals with physical disabilities. A person who needs a disability-related accommodation or modification in order to participate in the meeting may make a request by contacting Anthony Lum at (916) 576-5004, via e-mail at: [anthony.lum@dca.ca.gov](mailto:anthony.lum@dca.ca.gov) or send a written request to DHCC at 2005 Evergreen Street, Ste. 2050, Sacramento, CA 95815. Providing your request at least five (5) business days before the meeting will help to ensure availability of the requested accommodation.



**Saturday, May 7, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Roll Call**

**Establishment of a Quorum**



**Friday, May 6, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Agenda Item 1**

**Public Comment for Items Not on the Agenda**



**Saturday, May 7, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Agenda Item 2**

Update on the Implementation of the BreEZe Computer  
System



**DENTAL HYGIENE COMMITTEE OF CALIFORNIA**  
2005 Evergreen Street, Suite 2050, Sacramento, CA 95815  
P (916) 263-1978 | F (916) 263.2688 | [www.dhcc.ca.gov](http://www.dhcc.ca.gov)



## MEMORANDUM

<b>DATE</b>	May 7, 2016
<b>TO</b>	DHCC Committee Members
<b>FROM</b>	Lori Hubble, Executive Officer
<b>SUBJECT</b>	<b>Agenda Item 2 - Update on Implementation of the BreEZe Computer System</b>

A verbal report will be provided at the meeting.

### Committee Action

☐ Informational Only



**Saturday, May 7, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Agenda Item 3**

Update on the Little Hoover Commission Hearings



## MEMORANDUM

<b>DATE</b>	May 7, 2016
<b>TO</b>	DHCC Committee Members
<b>FROM</b>	Lori Hubble, Executive Officer & Anthony Lum, Assistant Executive Officer
<b>SUBJECT</b>	<b>Agenda Item 3 - Update on Little Hoover Commission Hearings</b>

The Little Hoover Commission recently began a review of occupational licensing in California and conducted two public hearings in February and March of 2016. The focus of the Commission's review is to determine the following:

- 1) The impact of occupational licensing on upward mobility and opportunities for entrepreneurship and innovation for Californians, particularly those of modest means.
- 2) Examine the impact of occupational licensing on the cost and availability of services provided by licensed practitioners to consumers.
- 3) Assess the connection between occupational licensing regulations and the underground economy.
- 4) Explore the balance between protecting consumers and enabling Californians to enter the occupation of their choice.

DCA did take part to testify at the second hearing, but to date, there has not been any type of report released from the hearings, as they were conducted to obtain facts and opinions for their review.

### **Committee Action**

☐ Informational Only



**Saturday, May 7, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Agenda Item 4**

Budget Report

## DENTAL HYGIENE COMMITTEE OF CALIFORNIA

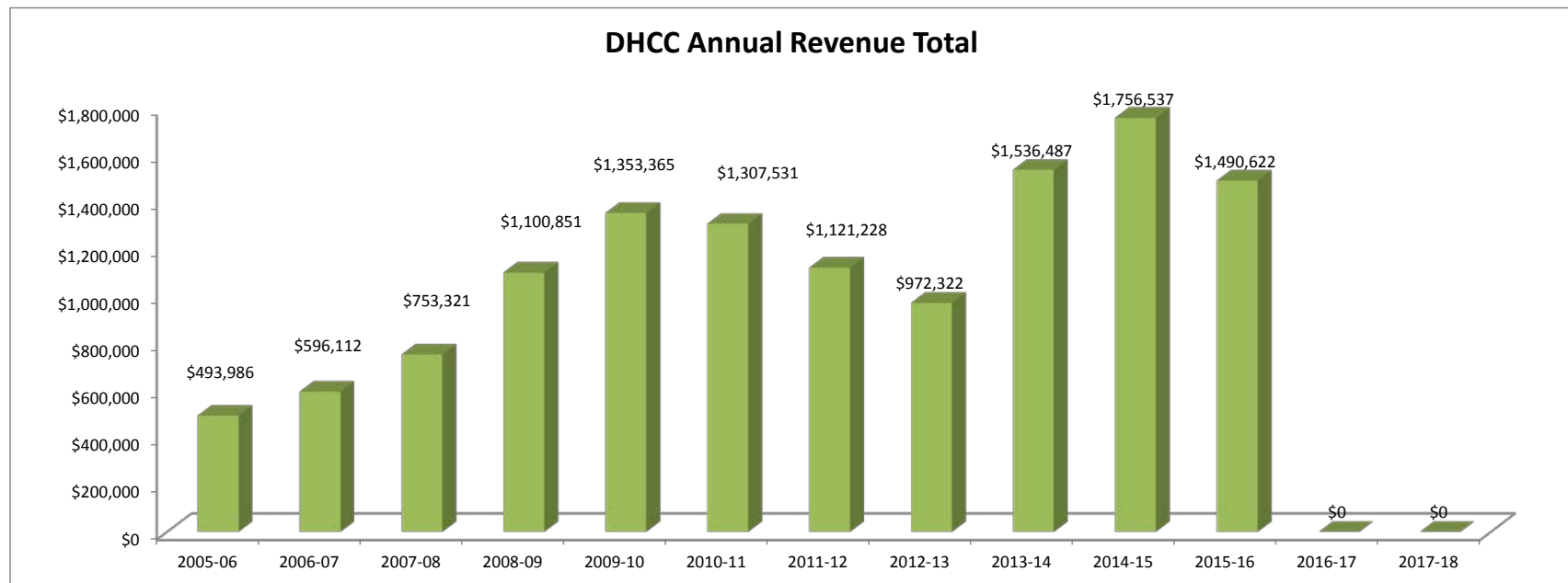
**BUDGET REPORT**  
**FY 2015/16 Expenditure Projection**  
**For the Period Ending March 31, 2016**

OBJECT DESCRIPTION	FY 2015-16				
	BUDGET ALLOTMENT	CY EXPENDITURES (MONTH 9)	PERCENT SPENT	Budget office PROJECTIONS TO YEAR END	UNENCUMBERED BALANCE
<b>PERSONNEL SERVICES</b>					
Salary & Wages	519,000	275,315	53%	390,000	129,000
Temp Help 907	57,119	39,407	69%	52,000	5,119
Proctors 915	1,881	0	0%	0	1,881
Allocated Proctor	0	0	0%	0	0
Committee/Bd members (901)	24,000	1,000	4%	3,500	20,500
Overtime	0	9,105	0%	14,000	(14,000)
Benefits	236,000	133,929	57%	195,000	41,000
Salary Savings	0	0	0%	0	0
<b>TOTAL PERSONAL SERVICES</b>	<b>838,000</b>	<b>458,756</b>	<b>55%</b>	<b>654,500</b>	<b>183,500</b>
<b>OPERATING EXPENSES &amp; EQUIPMENT (OE&amp;E)</b>					
General Expense	11,000	4,739	43%	11,000	0
Minor Equipment 226	0	2,298	0%	4,200	(4,200)
Fingerprint Reports	3,000	0	0%	0	3,000
Printing	5,000	15,450	309%	25,000	(20,000)
Communication	6,000	2,434	41%	3,500	2,500
Postage	15,000	12,606	84%	15,000	0
Insurance	0	0	0%	0	0
Travel In state	14,000	6,515	47%	12,500	1,500
Travel Out of state	0	0	0%	0	0
Training	2,000	0	0%	500	1,500
Facilities Ops	30,000	60,078	200%	60,000	(30,000)
Utilities	1,000	0	0%	200	800
C&P Serv. Interdepartmental	24,000	0	0%	0	24,000
**C&P Serv. External	19,000	12,110	64%	17,000	2,000
<b>Departmental Services:</b>					
OIS Pro Rata	294,000	220,500	75%	294,000	0
Indirect Distrib Cost	113,000	84,750	75%	113,000	0
Interagency Services	30,000	0	0%	5,000	25,000
IA with OPES (formerly OER)	0	5,651	0%	5,651	(5,651)
DOI - Pro Rata	3,000	2,250	75%	3,000	0
Communications Pro Rata	7,000	5,250	75%	7,000	0
Consolidated Data Centers	3,000	233	8%	1,000	2,000
Data Processing	3,000	8	0%	500	2,500
Central Adm. Services (Pro Rata)	79,000	59,069	75%	79,000	0
<b>EXAMS</b>					
Exam supplies & freight	8,000	0	0%	0	8,000
Exam Site rental	24,000	0	0%	0	24,000
Exam Contracts	254,000	2,274	1%	3,000	251,000
Expert Examiners (SME)	25,000	0	0%	0	25,000
<b>ENFORCEMENT</b>					
Attorney General	47,000	20,088	43%	90,000	(43,000)
Off of Admin Hearings	3,000	240	8%	1,000	2,000
Evidence/Witness	0	375	#DIV/0!	1,000	(1,000)
Court Reporter Services	0	0	0%	500	(500)
Div. of Investigations (DOI Pro Rata)	0	0	#DIV/0!	0	0
Major Equipment	8,000	0	0%	0	8,000
Other Items of Expense	0	0	#DIV/0!	0	0
Vehicle op	8,000	0	0%	0	8,000
Special Adj - OE&E	0	0	0%	0	0
<b>Total OE &amp; E</b>	<b>1,039,000</b>	<b>516,918</b>	<b>50%</b>	<b>752,551</b>	<b>286,449</b>
<b>TOTAL EXPENDITURES</b>	<b>1,877,000</b>	<b>975,674</b>	<b>52%</b>	<b>1,407,051</b>	<b>469,949</b>
Scheduled, Other Reimbursement	(1,000)			(1,000)	0
Distributed Costs	(5,000)			(5,000)	0
Unscheduled Reimbursement					0
<b>NET, TOTAL EXPENDITURES</b>	<b>(6,000)</b>	<b>0</b>	<b>0%</b>	<b>(6,000)</b>	
NOTES/ASSUMPTIONS					
<b>\$469,949 Remaining = 25.0%</b>					

DHCC REVENUE TRACKING												
	COMDA				DHCC							
Fiscal Year (FY)	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17
DHCC Revenue per FY	\$493,986	\$596,112	\$753,321	\$1,100,851	\$1,353,365	\$1,307,531	\$1,121,228	\$972,322	\$1,536,487	\$1,756,537	\$1,490,622	\$0

**Notes:**

- a) Revenue for FY 2015-16 is thru March 2016
- b) \$80 License Renewal Fee increase to \$160 effective 1/1/2014
- c) Exam Fees - \$220 for FY 2005/06 - 2008/09; increased to \$525 in FY 2009/10
- d) DHCC established in FY 2009/10



# 3140 - State Dental Hygiene Fund Analysis of Fund Condition

4/29/2016

(Dollars in Thousands)

## 2016-17 Governor's Budget

	ACTUAL 2011-12	ACTUAL 2012-13	CY 2015-16	BY 2016-17	BY+1 2017-18	BY+3 2018-19
<b>BEGINNING BALANCE</b>	\$ 696	\$ 888	\$ 1,279	\$ 926	\$ 480	\$ -6
Prior Year Adjustment	\$ 18	\$ -20	\$ -	\$ -	\$ -	\$ -
Adjusted Beginning Balance	\$ 714	\$ 868	\$ 1,279	\$ 926	\$ 480	\$ -6
<b>REVENUES AND TRANSFERS</b>						
Revenues:						
114300 Other Motor Vehicle Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
125600 Other regulatory fees	\$ 7	\$ 9	\$ 13	\$ 13	\$ 13	\$ 13
125700 Other regulatory licenses and permits	\$ 374	\$ 174	\$ 142	\$ 165	\$ 165	\$ 165
125800 Renewal fees	\$ 722	\$ 757	\$ 1,340	\$ 1,391	\$ 1,391	\$ 1,391
125900 Delinquent fees	\$ 13	\$ 13	\$ 20	\$ 18	\$ 18	\$ 18
141200 Sales of documents	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
142500 Miscellaneous services to the public	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
150300 Income from surplus money investments	\$ 3	\$ 2	\$ 2	\$ 2	\$ -	\$ -
160400 Sale of fixed assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
161000 Escheat of unclaimed checks and warrants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
161400 Miscellaneous revenues	\$ -	\$ 5	\$ 4	\$ 4	\$ 4	\$ 4
164300 Penalty Assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals, Revenues	\$ 1,119	\$ 960	\$ 1,521	\$ 1,593	\$ 1,591	\$ 1,591
Totals, Revenues and Transfers	\$ 1,119	\$ 960	\$ 1,521	\$ 1,593	\$ 1,591	\$ 1,591
<b>Totals, Resources</b>	<b>\$ 1,833</b>	<b>\$ 1,828</b>	<b>\$ 2,800</b>	<b>\$ 2,519</b>	<b>\$ 2,071</b>	<b>\$ 1,585</b>
<b>EXPENDITURES</b>						
Disbursements:						
0840 State Controller (State Operations)	\$ 1	\$ 1	\$ -	\$ -	\$ -	\$ -
8880 Financial Information System for CA (State Operations)	\$ 2	\$ 7	\$ 3	\$ 3	\$ -	\$ -
<u>Budget Act</u>						
1110 Program Expenditures (State Operations)	\$ 927	\$ 968	\$ 1,871	\$ -	\$ -	\$ -
1111 Program Expenditures (State Operations)			\$ -	\$ 2,036	\$ 2,077	\$ 2,118
<b>Total Disbursements</b>	<b>\$ 945</b>	<b>\$ 1,240</b>	<b>\$ 1,874</b>	<b>\$ 2,039</b>	<b>\$ 2,077</b>	<b>\$ 2,118</b>
<b>FUND BALANCE</b>						
Reserve for economic uncertainties	\$ 888	\$ 588	\$ 926	\$ 480	\$ -6	\$ -533
<b>Months in Reserve</b>	<b>8.6</b>	<b>5.5</b>	<b>5.4</b>	<b>2.8</b>	<b>0.0</b>	<b>-3.0</b>

### NOTES:

- ASSUMES WORKLOAD AND REVENUE PROJECTIONS ARE REALIZED IN BY+1 AND ON-GOING.
- ASSUMES APPROPRIATION GROWTH OF 2% PER YEAR BEGINNING IN BY+1.
- ASSUMES INTEREST RATE AT 0.3%.



**Saturday, May 7, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Agenda Item 5**

Discussion and Possible Action on Proposed Strategic  
Planning Dates



## MEMORANDUM

<b>DATE</b>	May 7, 2016
<b>TO</b>	DHCC Committee Members
<b>FROM</b>	Anthony Lum, Assistant Executive Officer
<b>SUBJECT</b>	<b>Agenda Item 5 - Discussion and Possible Action on Proposed Strategic Planning Dates</b>

### Background

The Dental Hygiene Committee's Strategic Plan was originally adopted upon the Committee's inception in 2010. The original Strategic Plan was a 3-year plan; however, due to the extensive Committee workload and minimal staff resources at the time, the plan was revised to a 5-year plan in 2013 extending it to 2015. Now that the Committee's plan has expired and there have been several changes affecting the Committee over the past 5 years, it is time to revise and update the Strategic Plan so that it is applicable to current events and beyond.

### Committee Action Requested

☐ Staff recommends to the full committee to approve a Strategic Planning session with the DCA SOLID Strategic Planning staff on Saturday, September 24, 2016 to work on a new draft Strategic Plan. The draft will be presented to the full committee at its December 2016 meetings for review and possible approval.



**Saturday, May 7, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Agenda Item 6**

Ethical Decision Making Presentation for Members

Presented by DCA Legal Counsel Kelsey Pruden



**Saturday, May 7, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Agenda Item 7**

**Update on Pending Regulatory Packages:**

- Administration and Examinations, CCR, Title 16, Division 11, §§1101, 1121, 1122, 1124, 1126, 1127, and 1133;
- Definitions – CCR, Title 16, Division 11, §1100;
- Educational Programs, CCR, Title 16, Division 11, §§1103, 1105, 1105.1, 1105.2, 1105.3, 1105.4 and 1106;
- Feasibility Study - CCR, Title 16, Division 11, §§ 1104, 1104.1, 1104.2; and
- Remedial Education – CCR, Title 16, Division 11, §1108



## MEMORANDUM

<b>DATE</b>	May 7, 2016
<b>TO</b>	DHCC Committee Members
<b>FROM</b>	Anthony Lum, Assistant Executive Officer
<b>SUBJECT</b>	<b>Agenda Item 7 - Update on Pending Regulatory Packages</b>

A verbal report will be provided at the meeting on the following regulatory packages:

- Administration and Examinations, CCR, Title 16, Division 11, §§1101, 1121, 1122, 1124, 1126, 1127, and 1133;
- Definitions – CCR, Title 16, Division 11, §1100;
- Educational Programs, CCR, Title 16, Division 11, §§1103, 1105, 1105.1, 1105.2, 1105.3, 1105.4 and 1106;
- Feasibility Study - CCR, Title 16, Division 11, §§ 1104, 1104.1, 1104.2; and
- Remedial Education – CCR, Title 16, Division 11, §1108

### **Committee Action**

☐ Informational Only



**Saturday, May 7, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Agenda Item 8**

**Legislative and Regulatory Subcommittee Report:**

The DHCC may take action on any items listed as action items on the Legislative and Regulatory Subcommittee Agenda and the Recommendations Provided by the Subcommittee.



**Saturday, May 7, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Agenda Item 9**

**Licensing and Examination Subcommittee Report:**

The DHCC may take action on any items listed as action items on the Licensing and Examination Subcommittee Agenda and the Recommendations Provided by the Subcommittee.



**Saturday, May 7, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Agenda Item 10**

**Enforcement Subcommittee Report:**

The DHCC may take action on any items listed as action items on the Enforcement Subcommittee Agenda and the Recommendations Provided by the Subcommittee.



**Saturday, May 7, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Agenda Item 11**

**Education Subcommittee Report:**

The DHCC may take action on any items listed as action items on the Education Subcommittee Agenda and the Recommendations Provided by the Subcommittee.



**Saturday, May 7, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Agenda Item 12**

**CLOSED SESSION**

The DHCC may meet in closed session to deliberate on disciplinary matters pursuant to Government Code §11126(c)(3)



**Saturday, May 7, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Agenda Item 13**

**Future Agenda Items**



**Saturday, May 7, 2016**

**Dental Hygiene Committee of California**

**Full Committee Meeting**

**Agenda Item 14**

**Adjournment**