

NEVADA STATE BOARD OF DENTAL EXAMINERS
6010 S. Rainbow Boulevard, Suite A-1
Las Vegas, Nevada 89118
Friday, January 25, 2013 at 1:05 pm

MINUTES

AGENDA

Budget & Finance Committee

(Dr. Sill; Mrs. Guillen; Mrs. Wark)

Videoconferencing is available at the Board office, 6010 S Rainbow Boulevard, Suite A-1, in Las Vegas and at the Nevada State Board of Medical Examiners, 1105 Terminal Way, Suite 301, Reno, Nevada 89502.

Please Note: The Nevada State Board of Dental Examiners may 1) address agenda items out of sequence to accommodate persons appearing before the Board or to aid the efficiency or effectiveness of the meeting; 2) combine items for consideration by the public body; 3) pull or remove items from the agenda at any time. The Board may convene in closed session to consider the character, alleged misconduct, professional competence or physical or mental health of a person. *See* NRS 241.030. Prior to the commencement and conclusion of a contested case or a quasi judicial proceeding that may affect the due process rights of an individual the board may refuse to consider public comment. *See* NRS 233B.126.

Public comment is welcomed by the Board, but at the discretion of the Chair, may be limited to five minutes per person. A public comment time will be available before any action items are heard by the public body and then once again prior to adjournment of the meeting. The Chair may allow additional time to be given a speaker as time allows and in his/her sole discretion. Once all items on the agenda are completed the meeting will adjourn. Prior to the commencement and conclusions of a contested case or a quasi judicial proceeding that may affect the due process rights of an individual the board may refuse to consider public comment.

Call to Order

1. Roll call and Establish a Quorum:

Dr Sill called this meeting to order, Ms. Shaffer conducted roll call:

Dr J Stephen Sill-----PRESENT

Mrs. Lisa Wark-----PRESENT

Mrs. Theresa Guillen-----PRESENT

Quorum present

Other Attendees: Bert Wuerster, Esq. Raleigh & Hunt, LLP. Debra Shaffer, Interim Executive Director, Stacie Hummel, Board Accountant, Jade Miller, DDS

PUBLIC ATTENDEES: NONE

2. Public Comment.: NONE

Note: No vote may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020)

***3. New Business (For Possible Action)**

***(a) Review of Budget FY2013 (For Possible Action)**

DISCUSSION: Ms Wark had a question as to whether the Board had approved the budget originally. Ms Shaffer confirmed the Board did approve the budget on July 18, 2012. Ms. Hummel stated a request for a revised budget was requested by the Board on September 20, 2012. Ms. Hummel stated they could go back and revise the budget but the Board would have to go back to each account. Dr Sill stated you cannot change what has been already spent. Ms. Hummel did not think revising the budget would be effective giving the Board is seven months into this approved budget. Ms. Hummel stated projecting a negative budget is difficult and recommends on this next budget the Board needs to work within their budget numbers. Ms. Wark asked if the server which was approved by the Board on January 24, 2013 is included in the budget. The server was not included. Ms. Hummel believes to just move forward is best at this point. Ms. Wark asked about compensation for the Interim Executive Director with regards to the budget. Ms. Hummel stated the budget includes the wage and benefit for the ED position. Ms. Wark would like to make changes to start saving costs. Dr Sill recommends maybe holding off on some purchases for the server and computer hardware spreading the cost out over to the next fiscal period. Dr Sill discussed legal expenses and number budgeted is off by \$60,000.00. Dr Sill hopes to revise the system in which DSO's report their time. Mrs. Guillen asked Dr Sill if the hourly rate is the better way to go versus hiring a full time investigator to include salary and benefits. Dr Sill believes in the long run this process is the best way to go than what is done in other states. Ms Shaffer explained the DSO process when billing. Ms. Shaffer went through the assignments between the two Board Legal Counsel's and trying to reduce costs. Dr Sill had questions regarding furniture-equipment category is way over budget. Ms. Hummel explained the categories. The amount in the furniture category includes the furniture for the Reno office. Dr Miller offered to contact Ed Yuill to see if the phone system is still maintained in the office in Reno. Ms. Hummel recommends few accounts then adding accounts. Ms. Hummel thinks the Board needs to change the categories to better define the accounts. Discussion with regards to the TI line and the amount the Board pays to the lobbyist.

MOTION: No action taken

***(b) Review and Recommendations of ADEX Administrative Costs (For Possible Action)**

DISCUSSION: Ms. Shaffer stated she became aware that Mrs Wark had submitted via e-mail a request to Ms. Kelly on November 15, 2012 requesting information and a cost comparison with regards to the administration by the Board for the ADEX Examination. Since Candice and I took over the admin duties to administer the ADEX Examination. Through learning this process Ms. Shaffer stated the honoraria for NERB Examiners in 2013 is \$300.00 for calibration and honoraria is \$350.00 per day. Ms. Shaffer gave a breakdown of the cost using last year figures. Dr Miller stated although these figures have been provided, Dr Miller requested Stacie Hummel, Board Accountant give a more accurate and detailed reported. Ms Hummel stated she can have the report ready by the next Board Meeting. Ms Wark asks about the contract with ADEX and possibly renegotiating the contract. Ms. Shaffer went over the Memorandum from Ms. Kelly to Ms. Wark. Dr Sill addressed the cost of the retreat which the point of the retreat lately has only bee to address the ADEX Examination. Ms. Shaffer addressed the purchase of new typodonts by ACCIDENTAL and Ms. Shaffer verified with NERB that cost is to be paid by Nevada. Ms. Guillen was not sure how the examiners were selected for the ADEX examination administered by Nevada. Discussion continued with regards to costs and expenses.

MOTION: No motion. Dr Sill requests bringing the cost and expenses to the Board to determine whether the Board wishes to continue to administer the ADEX examination.

***(c) Review and Recommendations of Infection Control Inspection Expenses (For Possible Action)**

DISCUSSION: Dr Sill addressed the cost associated with conducting the Initial IC Inspections. Dr Sill addressed possibly raising licensure or renewal fees to help absorb this cost. Originally, there was not to be a fee associated with the inspections. In addition, Dr Sill thought possibly charging the licensee who requests the initial inspection of infection control. This inspection is not included in the budget and there are no fees set forth in statute and/or regulation. Dr Sill asked if the committee wanted to make recommendations to the Board. Ms. Wark asked for the cost of the inspection.

MOTION: Dr Sill made a motion with recommendations to the full board to request a change in statute to charge for initial infection control inspections. Seconded by Ms. Wark. All in favor Motion Passes.

4. Public Comment: NONE

Note: No vote may be taken upon a matter raised under this item of the agenda until the

matter itself has been specifically included on an agenda as an item upon which action may be taken. (NRS 241.020)

5. Announcements

Ms. Wark has an announcement with regards to retro-active compensation for Interim Executive Director. Mr. Wuerster advised the Board since this item is not noticed.

***6. Adjournment (For Possible Action)**

MOTION: Ms. Wark made a motion to adjourn. Seconded by Mrs. Guillen. All in Favor Motion Passes

Meeting ended at 1:15 pm

Respectfully submitted by

A handwritten signature in black ink, appearing to read "Debra Shaffer", written over a horizontal line.

Debra Shaffer, Executive Director