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Board of Dentistry

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<https://mn.gov/boards/dentistry/>

AT A GLANCE

- Regulate over 17,600 dentists, dental therapists, dental hygienists, and dental assistants
- Issue over 700 new licenses each year
- Investigate an average of over 200 complaints each year
- Maintain and monitor requirements for dental professional continuing education
- Conduct professional development audits for compliance
- Maintain a registry of 115 dental laboratories
- Maintain a registry of over 940 dental professional firms
- Recognition for innovation nationally and internationally; including being the first state to license dental therapists and create a licensing path for internationally trained dentists and specialists
- Participate in examining dental and allied dental professional candidates
- Work toward balanced policy to promote health, safety, and access to dental care for Minnesotans
- Serve as the fiscal agent for the Administrative Services Unit (ASU)

PURPOSE

The mission of the Minnesota Board of Dentistry is to promote and protect public health and safety and ensure that every licensed dental professional practicing in the state meets the requirements for safe, competent, and ethical practice. We accomplish our mission of public protection through:

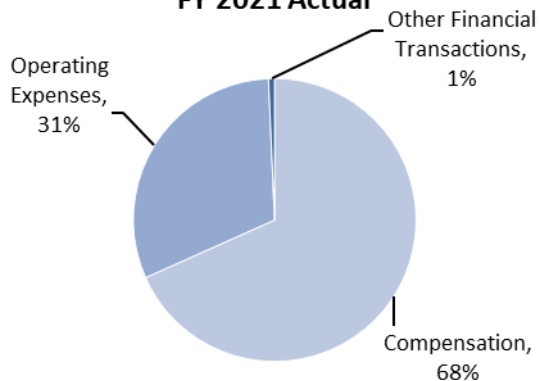
- establishing initial licensure standards (education and examinations) and continued competence standards (professional development)
- enforcing regulations and responding to complaints
- providing students and licensees education, resources, and timely information

Beginning in FY 2022, Dentistry has taken over budgetary responsibility as the fiscal agent for the Administrative Services Unit (ASU) from the Board of Executives for Long Terms Services and Supports (BELTSS). FY 2021 ASU expenditures are included in BELTSS’ budget information.

BUDGET

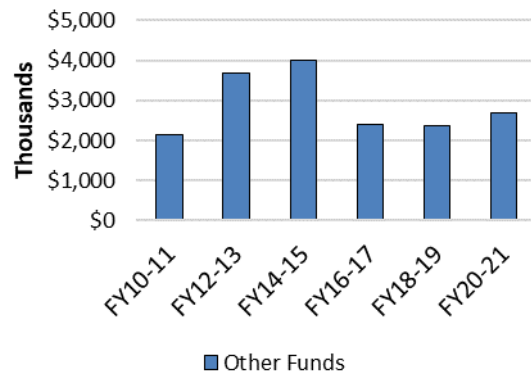
Spending by Category

FY 2021 Actual



Source: Budget Planning & Analysis System (BPAS)

Historical Spending



Source: Consolidated Fund Statement

The Board is funded by licensure fees and receives no general fund dollars. Minnesota Statutes section 214.06, subdivision 1(a) compels the Board to collect fees in the amount sufficient to cover direct and indirect expenditures. Funds are deposited as non-dedicated revenue into the state government special revenue fund. From this fund, the Board receives a direct appropriation to pay for agency expenses such as salaries, rent, equipment, professional technical experts, inspection processes, and other operating expenditures. It also pays statewide indirect costs through an appropriation.

In addition to Board operations, licensure fees fund activities that proportionately support multiple boards and/or other agencies. Some of these are: Small Agency Resources Team (SMART), Administrative Services Unit (inter-board); Health Professionals Services Program (inter-board); Prescription Monitoring Program (Pharmacy Board); Office of the Attorney General for legal services; Criminal Background Check Program (inter-board); and the Voluntary Healthcare Provider Program (inter-board).

ASU: Currently, 19 health and non-health related licensing boards fund the operations of Administrative Services Unit.

STRATEGIES

The Board accomplishes its mission through services that include: establishing the educational, examination and other qualification standards for initial licensure as dentists, dental hygienists, dental therapists, and dental assistants; determining requirements for license renewal, such as professional development (continuing education); accepting, investigating, and resolving complaints regarding licensed dental professionals and unlicensed practice; infection control and anesthesia inspections; tracking compliance of licensees who are under corrective or disciplinary action of the Board; maintaining professional firm data in compliance with Minn. Statute 319B; disseminating public information; and engaging in policy, law, and rulemaking initiatives to ensure that statutes and rules regulating dental professions remain relevant.

The Board achieves its mission by continuous learning and engagement with dental professionals, dental students, and dental professional educational institutions. The Board strives to address complaints in a timely and efficient manner. The Board continues to look for new methods of communication to engage the public in what we do and how we work to ensure safe dental care is provided to the citizens of Minnesota. The Board has implemented an engagement plan to engage the public and professionals. This plan includes social media, newsletters, instructional videos. The Board maintain consistency, integrity, and understanding of our licensing process by providing transparency in our requirements for education and consistency in the application and criminal background check processes. The board is has recently done a large rulemaking project to remove some of the undue burdens in the license by credentials process for dentists and dental hygienists. We recently established a streamlined process for dental therapy license by credentialing, and currently have initiatives to streamline the dental assisting by credential process. These support the process of candidate integrity during licensing and furthers our mission to protect the public by ensuring that Minnesota citizens receive quality dental health care from competent dental health care professionals. We have streamlined fees section of our statutes to make the fees associated with licensure more understandable. We are working with information technology to improve the quality and quantity measures for licensing and the complaint/ compliance process, including reporting. We have overall had a reduction in the length of time spent for complaint resolution for standard complaints. We work with national testing agencies to ensure the integrity of the dental and allied dental professional examination process. We have been able to lower our total costs per licensee by employing paperless renewal methods, electronic notifications and reduce postage costs. We plan on implementing a new Salesforce database, working with the Minnesota Information Technology Salesforce team within the year. We are also seeking technology to issue electronic license badges to provide further convenience for licensees, public transparency (ease of look up and access to public data), to further conserve integrity, and prevent fraud in licensure.

ASU: The Administrative Services Unit is the centralized business office and facilitates the coordination of financial, human resource, contracting, and other common office services. This allows each board to focus their staff resources on public safety and board specific practices.

RESULTS

The Board continues to stay current on expectations, opportunities and standards for regulating dental professionals. We have become more effective and efficient in the way we process complaints. The last fiscal year has brought fewer total complaints, but more complex and multi-faceted complaints. FY2020 was one of the highest years for complaints to the board. We have improved our licensing procedures while maintaining high standards and keeping operating costs low. We have not raised licensing fees for several years and do not intend on raising fees in the next biennium.

<i>Type of Measure</i>	<i>Name of Measure</i>	<i>Previous</i>	<i>Current</i>	<i>Years</i>
Quantity	Number of Dental Therapy Licenses*	116	132	FY2020 and FY2022
	Number of Advanced Dental Therapy Certifications Issued*	76	96	
Quantity & Quality	New Licenses Issued (Goal: under 4 weeks from completion of application)	682	770	FY2020 and FY2022
Quantity & Quality	Complaints Opened	266	170	FY2020 and FY2022
	Complaints Remaining Open at the End of the Fiscal Year	57	39	
	Age of Complaints < 1 year	53	37	
	Age of complaints >1 year	4	2	

*Dental Therapy (DT) is a newer dental profession, with the first licensure beginning in 2011 and the first eligible DT to receive Advanced Dental Therapy (ADT) Certification was in 2013. We have recently now established a process for dental therapy by credential candidates (to be consistent with other license by credential processes) by bringing forward legislation last session.

Minnesota Statutes Chapter 214 (enabling statute) <https://www.revisor.mn.gov/statutes/?id=214>
 Minnesota Statutes Chapter 150A (Dental Practice Act) <https://www.revisor.mn.gov/statutes/?id=150A>

(Dollars in Thousands)

	Actual FY20	Actual FY21	Actual FY22	Estimate FY23	Forecast Base FY24 FY25		Governor's Recommendation FY24 FY25	
<u>Expenditures by Fund</u>								
1201 - Health Related Boards	1,231	1,401	2,752	6,573	3,753	3,753	4,100	4,163
2000 - Restrict Misc Special Revenue	20	35	27	34	25	25	25	25
2001 - Other Misc Special Revenue			21	35	35	35	35	35
Total	1,250	1,436	2,800	6,642	3,813	3,813	4,160	4,223
Biennial Change				6,756		(1,816)		(1,059)
Biennial % Change				252		(19)		(11)
Governor's Change from Base								757
Governor's % Change from Base								10

Expenditures by Program

Dentistry Board	1,250	1,436	2,800	6,642	3,813	3,813	4,160	4,223
Total	1,250	1,436	2,800	6,642	3,813	3,813	4,160	4,223

Expenditures by Category

Compensation	953	981	1,505	1,998	1,551	1,590	1,856	1,958
Operating Expenses	297	444	1,289	4,637	2,255	2,216	2,297	2,258
Other Financial Transaction		10	6	7	7	7	7	7
Total	1,250	1,436	2,800	6,642	3,813	3,813	4,160	4,223

Full-Time Equivalent

	10.57	10.64	16.60	16.30	17.30	17.30	17.30	17.30
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(Dollars in Thousands)

	Actual FY20	Actual FY21	Actual FY22	Estimate FY23	Forecast Base FY24 FY25		Governor's Recommendation FY24 FY25	
1201 - Health Related Boards								
Balance Forward In		308		2,819	2	2	2	2
Direct Appropriation	1,514	1,450	4,228	3,756	3,753	3,753	4,100	4,163
Receipts			1					
Transfers In			1,464					
Transfers Out			122					
Cancellations		357						
Balance Forward Out	283		2,819	2	2	2	2	2
Expenditures	1,231	1,401	2,752	6,573	3,753	3,753	4,100	4,163
Biennial Change in Expenditures				6,693		(1,819)		(1,062)
Biennial % Change in Expenditures				254		(20)		(11)
Governor's Change from Base								757
Governor's % Change from Base								10
Full-Time Equivalents	10.57	10.64	16.60	16.30	17.30	17.30	17.30	17.30

2000 - Restrict Misc Special Revenue

Balance Forward In	4	9	10	9				
Receipts	24	31	26	25	25	25	25	25
Balance Forward Out	9	4	9					
Expenditures	20	35	27	34	25	25	25	25
Biennial Change in Expenditures				6		(11)		(11)
Biennial % Change in Expenditures				12		(18)		(18)
Governor's Change from Base								0
Governor's % Change from Base								0

2001 - Other Misc Special Revenue

Receipts			21	35	35	35	35	35
Balance Forward Out			0					
Expenditures			21	35	35	35	35	35
Biennial Change in Expenditures				56		14		14
Biennial % Change in Expenditures						25		25
Governor's Change from Base								0
Governor's % Change from Base								0

(Dollars in Thousands)

	FY23	FY24	FY25	Biennium 2024-25
Direct				
Fund: 1201 - Health Related Boards				
FY2023 Appropriations	3,756	3,756	3,756	7,512
Base Adjustments				
All Other One-Time Appropriations		(3)	(3)	(6)
Forecast Base	3,756	3,753	3,753	7,506
Change Items				
Maintain Current Service Levels		110	173	283
ASU Retirement Costs		237	237	474
Total Governor's Recommendations	3,756	4,100	4,163	8,263
Dedicated				
Fund: 2000 - Restrict Misc Special Revenue				
Planned Spending	34	25	25	50
Forecast Base	34	25	25	50
Total Governor's Recommendations	34	25	25	50
Fund: 2001 - Other Misc Special Revenue				
Planned Spending	35	35	35	70
Forecast Base	35	35	35	70
Total Governor's Recommendations	35	35	35	70
Revenue Change Summary				
Dedicated				
Fund: 2000 - Restrict Misc Special Revenue				
Forecast Revenues	25	25	25	50
Total Governor's Recommendations	25	25	25	50
Fund: 2001 - Other Misc Special Revenue				
Forecast Revenues	35	35	35	70
Total Governor's Recommendations	35	35	35	70
Non-Dedicated				
Fund: 1201 - Health Related Boards				
Forecast Revenues	1,846	1,846	1,846	3,692
Total Governor's Recommendations	1,846	1,846	1,846	3,692

Board of Dentistry

FY 2024-25 Biennial Budget Change Item

Change Item Title: Maintain Current Service Levels

Fiscal Impact (\$000s)	FY 2024	FY 2025	FY 2026	FY 2027
General Fund				
Expenditures	0	0	0	0
Revenues	0	0	0	0
Other Funds				
Expenditures (Dentistry)	87	126	126	126
Expenditures (ASU)	23	47	47	47
Revenues	0	0	0	0
Net Fiscal Impact = (Expenditures – Revenues)	110	173	173	173
FTEs	0	0	0	0

Recommendation:

The Governor recommends additional funding of \$110,000 in FY 2024 and \$173,000 in each subsequent year from the state government special revenue fund to maintain the current level of service delivery at the Board of Dentistry and the Administrative Services Unit (ASU).

Rationale/Background:

Each year, the cost of doing business rises—employer-paid health care contributions, FICA and Medicare, along with other salary and compensation-related costs increase. Other operating costs, like rent and lease, fuel and utilities, and IT and legal services also grow. This cost growth puts pressure on agency operating budgets that remain flat from year to year.

Agencies face challenging decisions to manage these costs within existing budgets, while maintaining the services Minnesotans expect. From year to year, agencies find ways to become more efficient with existing resources. However, cost growth typically outstrips efficiencies, and without additional resources added to agency budgets, service delivery erodes.

For the Board of Dentistry, operating cost pressures exist in multiple categories—increases in compensation and insurance costs at the agency, increasing costs to maintain our current staff complement in a challenging labor market, and increasing IT costs. If an operational increase is not provided, the services the Board of Dentistry delivers to Minnesotans will be impacted and the percent of license renewals and certifications issued will be lower.

Proposal:

The Governor recommends increasing agency operating budgets to support maintaining the delivery of current services. For the Board of Dentistry, this funding will support expected and anticipated employee compensation growth and known cost increases in rent and IT services.

Results:

This proposal is intended to allow the Board of Dentistry to continue to provide current levels of service and information to the public.

Board of Dentistry

FY 2024-25 Biennial Budget Change Item

Change Item Title: ASU – Retirement Costs

Fiscal Impact (\$000s)	FY 2024	FY 2025	FY 2026	FY 2027
General Fund				
Expenditures	0	0	0	0
Revenues	0	0	0	0
Other Funds				
Expenditures	237	237	237	237
Revenues	0	0	0	0
Net Fiscal Impact = (Expenditures – Revenues)	237	237	237	237
FTEs	0	0	0	0

Recommendation:

The Governor recommends a continued and ongoing appropriation of \$237,000 annually from the state government special revenue fund to pay for anticipated retirement costs of long-term employees from various Health-Related Licensing Boards. The Administrative Services Unit (ASU) is authorized by Minn. Stat. 214.107 and serves as an agent to the Health-Related Licensing Boards.

Rationale/Background:

Similar to the general population, the Health-Related Licensing Boards include an aging workforce at and nearing retirement eligibility. Six out of 16 of the boards' Executive Directors, plus a number of staff, have or will be retiring prior to the end of the current biennium. Ongoing retirements are imminent.

The Health-Related Licensing Boards are fee-supported agencies. The boards are required by Minnesota Statutes to collect enough revenue to cover all direct-appropriated and indirect costs. The Health-Related Licensing Boards' fee revenues are deposited into the State Government Special Revenue fund and are available to cover this retirement appropriation. The funding appropriated to the Administrative Services Unit for retirement is transferred to each Health-Related Licensing Board incurring retirement costs, as needed. Unexpended funds revert to the Special Revenue fund. This request will not impact the State's General Fund.

Proposal:

ASU seeks to renew the FY 2022 appropriation for the FY 2024/FY 2025 biennium and change it to an ongoing appropriation to cover future retirement costs of long-term Health-Related Licensing Board employees. When an employee retires, ASU will transfer funds from this ASU appropriation to the individual board retirement account. This will allow each board to pay the required retirement costs and maintain its operating budget.

Impact on Children and Families:

The Health-Related Licensing Boards work to promote public protection, including the protection of the children and families of the State of Minnesota. This change will not impact the boards' ability to continue to protect the people of Minnesota.

Equity and Inclusion:

The Health-Related Licensing Boards do not discriminate on the basis of race, ethnicity, gender, sexual orientation, or disability. This change will not impact the boards' ability to provide services for all people of the State of Minnesota, without discrimination.

Tribal Consultation:

Does this proposal have a substantial direct effect on one or more of the Minnesota Tribal governments?

Yes

No

Dentistry Board

Activity Expenditure Overview

(Dollars in Thousands)

	Actual FY20	Actual FY21	Actual FY22	Estimate FY23	Forecast Base		Governor's Recommendation	
					FY24	FY25	FY24	FY25
<u>Expenditures by Fund</u>								
1201 - Health Related Boards	1,231	1,401	1,241	1,742	1,490	1,490	1,577	1,616
2000 - Restrict Misc Special Revenue	20	35	27	34	25	25	25	25
Total	1,250	1,436	1,268	1,776	1,515	1,515	1,602	1,641
Biennial Change				358		(14)		199
Biennial % Change				13		(0)		7
Governor's Change from Base								213
Governor's % Change from Base								7
<u>Expenditures by Category</u>								
Compensation	953	981	922	969	987	1,011	1,032	1,095
Operating Expenses	297	444	344	807	528	504	570	546
Other Financial Transaction		10	2					
Total	1,250	1,436	1,268	1,776	1,515	1,515	1,602	1,641
<u>Full-Time Equivalent</u>								
	10.57	10.64	10.48	9.80	9.80	9.80	9.80	9.80

Dentistry Board

Activity Financing by Fund

(Dollars in Thousands)

	Actual FY20	Actual FY21	Actual FY22	Estimate FY23	Forecast Base FY24 FY25		Governor's Recommendation FY24 FY25	
1201 - Health Related Boards								
Balance Forward In		308		249				
Direct Appropriation	1,514	1,450	1,490	1,493	1,490	1,490	1,577	1,616
Cancellations		357						
Balance Forward Out	283		249					
Expenditures	1,231	1,401	1,241	1,742	1,490	1,490	1,577	1,616
Biennial Change in Expenditures				352		(3)		210
Biennial % Change in Expenditures				13		(0)		7
Governor's Change from Base								213
Governor's % Change from Base								7
Full-Time Equivalents	10.57	10.64	10.48	9.80	9.80	9.80	9.80	9.80

2000 - Restrict Misc Special Revenue

Balance Forward In	4	9	10	9				
Receipts	24	31	26	25	25	25	25	25
Balance Forward Out	9	4	9					
Expenditures	20	35	27	34	25	25	25	25
Biennial Change in Expenditures				6		(11)		(11)
Biennial % Change in Expenditures				12		(18)		(18)
Governor's Change from Base								0
Governor's % Change from Base								0

Program: Board of Dentistry
Activity: Administrative Services Unit (ASU)

<https://mn.gov/boards/asu/>

AT A GLANCE

- Serves 19 health and non-health related licensing boards, their employees, and appointed board members
- Registered 16 Volunteer Health Care Provider Program facilities
- Registered 103 Volunteer Health Care Provider Program volunteers
- Processed 27,797 criminal background checks

PURPOSE AND CONTEXT

The Administrative Services Unit (ASU) provides centralized planning and coordination of operational activities to 16 health-related licensing boards and 3 non-health licensing boards – the Board of Barber Examiners, Board of Cosmetologist Examiners, and the Emergency Medical Services Regulatory Board. The services provided include administrative services and facilities management, Continuity of Operations Plan (COOP) planning and coordination, fiscal and legislative assistance, and liaison between the boards and various state agencies and departments. The purpose of the ASU is to:

- Provide technical assistance on state policies and procedures to ensure sound fiscal practices.
- Assist in the establishment of a consortium of boards to cooperate on matters of common interest.
- Register individuals and organizations for the Volunteer Health Care Provider Program (VHCPP).
- Process criminal background checks on new applicants for the health-related licensing boards through the Criminal Background Checks Program (CBCP).

SERVICES PROVIDED

In 1995 the Health Licensing Boards (HLB) voluntarily and informally created the ASU to increase efficiencies among the Boards in performing their duties. The ASU was formalized in statute in 2011 (Minnesota Statutes Chapter 214.107).

The ASU initially performed common administrative, financial, and management functions, such as payroll, accounts payable, accounts receivable, purchasing, contracting, budgeting, and human resources. In 2019, many of those functions transitioned through interagency agreement to the Department of Administration, Small Agency Resource Team (SmART). ASU continues to reconcile receipts, maintain fixed assets, manage shared projects, coordinate facility management, and lead the Continuity of Operations Planning.

Additionally, ASU manages the Voluntary Health Care Provider Program, which provides malpractice coverage for physicians, physician assistants, dentists, dental hygienists, dental therapists, advanced dental therapists, and nurses serving in a voluntary capacity at a charitable organization. The ASU provides fiscal oversight to the Criminal Background Check Program, which was created in FY 2015 to process criminal background checks for all new health-related licensing board applicants. Operational oversight of the program is managed by the Board of Occupational Therapy.

The ASU is funded by all the independent boards and now consists of 2 full-time staff members who perform shared administrative and business services for all the boards. CBC consists of 4 full-time staff members. ASU's annual budget is determined by the Executive Directors' Forum. Starting in Fiscal Year 2022, the ASU oversight

board changed from the Minnesota Board for Long Term Services and Supports to the Minnesota Board of Dentistry. ASU is managed by the Management Committee of the Executive Directors’ Forum.

RESULTS

<i>Type of Measure</i>	<i>Name of Measure</i>	<i>Previous</i>	<i>Current</i>	<i>Dates</i>
Quantity	Number of Registered VHCPP Facilities	17	16	2020 & 2022
Quantity	Number of Registered VHCPP Volunteers	87	103	2020 & 2022
Quantity	Number of Criminal Background Checks	18,148	27,797	FY20 & FY22

The authorizing Minnesota statute for Administrative Services Unit is found at:
<https://www.revisor.mn.gov/statutes/?id=214.107&view=chapter#stat.214.107>

The authorizing Minnesota statute for Volunteer Health Care Provider Program is found at:
<https://www.revisor.mn.gov/statutes/?id=214.40&view=chapter#stat.214.40>

The authorizing Minnesota statute for Criminal Background Checks Program is found at:
<https://www.revisor.mn.gov/statutes/?id=214.075&view=chapter#stat.214.075>

Administrative Services Unit

Activity Expenditure Overview

(Dollars in Thousands)

	Actual FY20	Actual FY21	Actual FY22	Estimate FY23	Forecast Base		Governor's Recommendation	
					FY24	FY25	FY24	FY25
<u>Expenditures by Fund</u>								
1201 - Health Related Boards			1,511	4,831	2,263	2,263	2,523	2,547
2001 - Other Misc Special Revenue			21	35	35	35	35	35
Total			1,532	4,866	2,298	2,298	2,558	2,582
Biennial Change				6,398		(1,802)		(1,258)
Biennial % Change						(28)		(20)
Governor's Change from Base								544
Governor's % Change from Base								12
<u>Expenditures by Category</u>								
Compensation			583	1,029	564	579	824	863
Operating Expenses			945	3,830	1,727	1,712	1,727	1,712
Other Financial Transaction			4	7	7	7	7	7
Total			1,532	4,866	2,298	2,298	2,558	2,582
<u>Full-Time Equivalent</u>								
			6.12	6.50	7.50	7.50	7.50	7.50

Administrative Services Unit

Activity Financing by Fund

(Dollars in Thousands)

	Actual FY20	Actual FY21	Actual FY22	Estimate FY23	Forecast Base		Governor's Recommendation	
					FY24	FY25	FY24	FY25
1201 - Health Related Boards								
Balance Forward In				2,570	2	2	2	2
Direct Appropriation			2,738	2,263	2,263	2,263	2,523	2,547
Receipts			1					
Transfers In			1,464					
Transfers Out			122					
Balance Forward Out			2,570	2	2	2	2	2
Expenditures			1,511	4,831	2,263	2,263	2,523	2,547
Biennial Change in Expenditures				6,342		(1,816)		(1,272)
Biennial % Change in Expenditures						(29)		(20)
Governor's Change from Base								544
Governor's % Change from Base								12
Full-Time Equivalent			6.12	6.50	7.50	7.50	7.50	7.50

2001 - Other Misc Special Revenue

Receipts			21	35	35	35	35	35
Balance Forward Out			0					
Expenditures			21	35	35	35	35	35
Biennial Change in Expenditures				56		14		14
Biennial % Change in Expenditures						25		25
Governor's Change from Base								0
Governor's % Change from Base								0