

# MISSISSIPPI STATE BOARD OF DENTAL EXAMINERS

## **Board Officers:**

Mark D. Williams, D.M.D., President  
M. Lewis Grubbs, D.M.D., Vice-President  
Alexa L. Lampkin, D.M.D., Secretary



## **Board Members:**

Wade C. Bishop D.M.D.  
John B. Carlton, D.M.D.  
David K. Curtis, D.M.D.  
Stephen W. Joe, D.M.D.  
Haley Harrison Birmingham, R.D.H.

Denny Hydrick, Executive Director

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## **MSBDE BOARD MEETING MINUTES JULY 25, 2025**

The Mississippi State Board of Dental Examiners is a legislatively mandated state regulatory agency charged with the responsibilities of examining, licensing, registering, and regulating the practices of dentistry and dental hygiene to ensure competency (through examination and licensure) and ethics (through registration and regulation) among all dental professionals in the State of Mississippi for the ultimate goal of safeguarding and enhancing the health and welfare of the citizens of this State. As such, the Mississippi State Board of Dental Examiners is neither affiliated with nor functions as a subsidiary of any private or professional organization.

The meeting began at 8:30am. Public attendance was in person only. The meeting was recorded using the Zoom link below:

<https://us02web.zoom.us/j/83374135275?pwd=UUaAWVMiD7gbqvSqUV1vp7vh3XqdI8.1>

Meeting ID: 833 7413 5275

Passcode: 899973

### **Board Members Present:**

Dr. Mark D. Williams, D.M.D, President  
Dr. M. Lewis Grubbs, D.M.D., Vice-President  
Dr. Alexa Lampkin, D.M.D., Secretary  
Dr. David K. Curtis, D.M.D.  
Dr. Stephen W. Joe, D.M.D.  
Dr. Wade C. Bishop, D.M.D.  
Dr. John B. Carlton, D.M.D.  
Ms. Haley Harrison-Birmingham, RPH

### **Board Staff Members:**

Mr. Denny Hydrick, Executive Director  
Mr. Westley Mutziger, Board Counsel  
Ms. Tiffany Vaughn, Deputy Director  
Ms. Lou Sims, Licensing Representative  
Mr. Nick Hardwick, Senior Investigator  
Ms. Sherese Redmon, Investigator

### **Public Attendees:**

Dr. Roddy Scarbrough  
Dr. Neva Eckland  
Mrs. Ashely Casey – Smiles2Go  
Dr. Angela Filzen – MSDH  
Ms. Veronica Gates – MSDH  
Ms. Carla Bassett – MSDH  
Mr. Steve Simmons  
Dr. Roy L. Irons

Dr. Mark Donald  
Mr. Chase Thompson  
Dr. Felda Jones  
Ms. Cassandra Brown - MSDH  
Ms. Jacquilyn German - MSDH  
Dr. Tiffany Green  
Dr. Pia Kirk – UMMC SOD  
Mrs. Denise DeRossette - Cornerstone

**--- OPEN SESSION ---**

**8:30am**

**CALL TO ORDER**

Dr. Mark Williams, Board President, called the meeting to order at 8:30am.

**DETERMINATION OF A QUORUM**

Mr. Denny Hydrick, MSBDE Executive Director, noted that there was a quorum of the Board present.

**APPROVAL OF AGENDA**

Before calling for the approval of the agenda, Dr. Williams requested a motion to amend the agenda to go into Executive Session for Board business. Dr. Carlton made the motion to amend the agenda and Dr. Joe seconded the motion. The amendment passed unanimously, and the agenda was approved.

**INTRODUCTION OF GUESTS AND PUBLIC ATTENDEES**

Guests in attendance were introduced.

**---EXECUTIVE SESSION---**

Dr. Williams called for a motion to consider going into Executive session. The motion was made by Dr. Grubbs and seconded by Dr. Lampkin. The motion carried. Mr. Mutziger, Board Counsel, stated that the Board had reason to go into Executive Session by way of present litigation facing the Board so that the Board attorney may advise the Board. Dr. Joe made the motion to enter Executive Session and Dr. Curtis seconded. The motion carried. The Board entered Executive Session.

**--- OPEN SESSION ---**

There were no actions to report taken during Executive Session.

**APPROVAL OF BOARD MEETING MINUTES**

Dr. Williams called for a motion to approve the minutes of the June 13, 2025, Board Meeting. Dr. Curtis made the motion to dispense with the reading of the minutes and to accept them as presented. Dr. Joe seconded the motion. The motion carried.

**MSBDE BOARD SUBCOMMITTEE REPORTS**

Rules & Regulations:

Dr. Curtis stated that there was not a report at this time.

Credentialing:

Mrs. Birmingham stated that there was not a report at this time.

Legislative

Dr. Grubbs stated that there was not a report at this time.

#### Licensure Examination

Dr. Lampkin stated that there was not a report at this time.

#### Practice Act Review

Dr. Bishop stated that there was not a report at this time.

#### Budget & Finance

Dr. Bishop brought forth a motion from the Budget and Finance committee to approve the MSBDE Proposed Budget for Fiscal Year 2027. Dr. Carlton seconded the motion. Dr. Williams highlighted that the committee had discussions regarding revenue and that this conversation would continue over the next fiscal year. The Board approved the FY2027 Budget unanimously.

#### **BOARD PRESENTATION AND REVIEW – ANNUAL REPORTS**

UMMC School of Dentistry – Dental

Meridian Community College – Dental Hygiene

Mississippi Delta Community College – Dental Hygiene

Northeast Mississippi Community College - Dental Hygiene

Pear River Community College - Dental Hygiene

UMMC School of Dentistry – Dental Hygiene

These reports were noted as received and they were accepted without a need for a Board vote.

#### **APPLICATIONS**

##### Specialty Applications

Mrs. Sims, MSBDE Licensing Representative, brought an application for a Specialty license in Oral & Maxillofacial Surgery for Dr. David S. Remley, D.M.D. (MS. Lic. #4210-21). A motion was made by Dr. Carlton and seconded by Dr. Joe to approve this application. The motion carried unanimously.

Mrs. Sims, MSBDE Licensing Representative, brought an application for a Specialty license in Orthodontics for Dr. Alicia Briscoe, D.D.S. (MS. Lic. #111246). A motion was made by Dr. Lampkin and seconded by Mrs. Birmingham to approve this application. The motion carried unanimously.

Mrs. Sims, MSBDE Licensing Representative, brought an application for a Specialty license in Pediatrics for Dr. Jordan J. Caracci, D.M.D. (MS. Lic. #4497-25). A motion was made by Dr. Carlton and seconded by Dr. Joe to approve this application. The motion carried unanimously.

#### Advanced Anesthesia Permits

Mrs. Sims, MSBDE Licensing Representative, brought an application for a Class I Advanced Anesthesia Permit for Dr. David S. Remley, D.M.D. (MS. Lic. #4210-21). A motion was made by Dr. Lampkin and seconded by Dr. Grubbs to approve this application. The motion carried unanimously.

#### Request for Active Status

Mrs. Sims, MSBDE Licensing Representative, brought an application for active status for Mrs. Madison Evans, R.D.H. (MS Lic. #4560-19DH) A motion was made by Mrs. Birmingham and seconded by Dr. Lampkin to approve this application. The motion carried unanimously.

#### Corporate Trade Name

Mrs. Vaughn, MSBDE Deputy Administrator, brought an application for approval of the Corporate Trade Name of Delta Pediatric Dental in Greenville, Mississippi. A motion was made by Dr. Lampkin and seconded by Dr. Carlton to approve this application. The motion carried unanimously.

Mrs. Vaughn, MSBDE Deputy Administrator, brought an application for approval of the Corporate Trade Name of District Dental in Petal, Mississippi. A motion was made by Dr. Joe and seconded by Dr. Carlton to approve this application. It was noted that there was an area of the town of Petal known as The District. The motion carried unanimously.

#### Mobile Dental Units

Mrs. Vaughn, MSBDE Deputy Administrator, brought an application for approval of a Mobile Dental Unit for Leland Medical Clinic, Operator: Dr. Sree Koka, D.D.S. A motion was made by Dr. Carlton and seconded by Dr. Joe to approve this application. After additional discussion about the location of the unit, the motion carried unanimously.

Mrs. Vaughn, MSBDE Deputy Administrator, brought an application for approval of a Mobile Dental Unit for Oldenburg Family Dentistry, Operator: Dr. Savannah C. Oldenburg, D.M.D. (MS Lic. #4286-22). A motion was made by Dr. Lampkin and seconded by Dr. Carlton to approve this application. The motion carried unanimously.

### Portable Dental Unit

Mrs. Vaughn, MSBDE Deputy Administrator, brought an application for approval of a Portable Dental Unit for St. Catherine's Village, Operator: Dr. Deepthi Mundra, D.D.S. A motion was made by Dr. Joe and seconded by Dr. Carlton to approve this application. The motion carried unanimously.

### **BOARD DETERMINATIONS AND BOARD REVIEW REQUESTS**

Mr. Hydrick presented a request for the Board to determine the approval of the 7<sup>th</sup> Annual Perio-Endo-Ortho Symposium, which is to be held September 19, 2025, as acceptable for Board approved Continuing Education. Mr. Hydrick noted that a request was made that the hosts of the Course begin to print the names of the participants on the participation certificate or add a place with the required signature. This had not been done in previous years and Mr. Hydrick requested that participants' names be added for purposes of the Continuing Education Audit. Mrs. Birmingham made the motion to approve the request and Dr. Lampkin seconded the motion. The motion carried with no opposition.

The Board President, Dr. Williams expressed a concern that the Board should not be in the practice of approving continuing education courses. Dr. Williams moved his request to New Business.

Mr. Mutziger brought to the Board a request for the Board to approve the radiology seminar for Second Change Outreach Learning Center. Mr. Mutziger stated that the seminar appears to meet the Board's requirements. Mrs. Birmingham made the motion to approve the seminar and Dr. Lampkin seconded. The motion passed unanimously.

Mr. Hydrick presented a letter from the American Dental Association as informational only. The letter presented resources for the Board to review related to provider's wellness.

Mr. Hydrick presented a letter from the Coalition for Modernizing Dental Licensure. as informational only. The letter requests that the Board consider removing references to patient-based clinical licensure examinations. This would need to be done at the Legislative level. After some discussion, a motion was made to refer the request to the Legislative/Dental Practice Act Committee for review. Dr. Grubbs made the recommendation and Dr. Joe seconded. The motion carried.

Mr. Hydrick brought a request from Dr. Kalil Abide who is requesting that the Board consider standardized wording related to dental procedures offered that are not considered a Specialty. Specifically, the request was related to Cosmetic Dentistry. Specifically, he wanted language of what he can place in advertisements regarding the Cosmetic Dentistry services that he offers. The Board had some discussion regarding previous determinations. Dr. Williams stated that several years ago the guidance which required all advertising to note that the practice of dentistry by the licensee was “no better” than any other provider. Over time, the Board allowed wording of “Family Dentist” to be used as opposed to “General Dentist.”

Dr. Williams highlighted that the enforcement responsibility of the Board is complaint driven and therefore the Board reviews advertising concerns when a complaint is submitted to the Board. After a robust discussion regarding advertising including public attendees present, Dr. Grubbs made the motion to Dr. Abide’s request to the Rules and Regulations committee. The motion was seconded by Mrs. Birmingham. The motion passed and the request will be provided to the Rules and Regulations committee.

The next item on the agenda was a report regarding the public comments received regarding the temporary rule amendment to Regulation 13 related to General Supervision. Mr. Mutziger noted that the comments were included in the Board packet. He noted that the ten (10) person requirement for requesting an Oral Hearing before the Board was met. Mr. Mutziger noted that the Board should set date for Oral Proceeding for Regulation 13. There was discussion regarding when the date needed to be set. Mr. Hydrick asked if the hearing had to be set before the expiration of the 120 days for the Temporary Rule. Mr. Mutziger advised that Hearing did not have to occur within that time frame. It was decided that a date could be discussed during a later time and then posted publicly.

At this time, the Board President called for a fifteen-minute recess with reconveyance at 9:50a.m.

Dr. Williams reconvened. He stated that the date for the Oral Proceeding and Hearing date would be discussed during Executive Session and provided publicly. Dr. Williams called on Mr. Mutziger to present the proposed rules for an oral proceeding. Dr. Curtis asked about the placement of these procedures. Mr. Mutziger stated that the Board could place these in Rules and Regulations, or the Board could just establish reasonable guidelines and they could be available for public review but not

placed in Administrative Code. Mr. Mutziger stated that these would be posted with the notice of the public hearing. Dr. Carlton made the motion to accept the proposed guidelines. Dr. Curtis seconded. Dr. Williams reiterated the importance of posting these guidelines. The motion passed unanimously.

The next item on the agenda was a request by the Mississippi State Department of Health Office of Oral Health for the Board to make a determination regarding the continuation of their educational and instructional programs. Dr. Angela Filzen, Consultant for MSDH, Office of Oral Health, was present and made a verbal presentation to the Board. Mr. Hydrick provided an overview of the request. Mr. Hydrick noted that there was language removed from Miss. Code Section 73-9-5 during the amendment with HB1062 during the last legislative session which impacts the programs that they offer. Mr. Mutziger reviewed the old language with the Board.

Dr. Angela Filzen stated that the removal of the language in the current version of Miss. Code Section 73-9-5 has impacted their programs in the public health realm. She stated that the removal of the language is hindering their program with children and families. Dr. Filzen provided an overview of the programs that the Office of Oral Health. She stated the surveillance program with the Mississippi Head Start Program has been impacted in providing oral health screenings and placement of fluoride varnish. In addition, the Office had been planning a similar program for the geriatric population which was to have begun in October 2025 and now is unable to move forward due to this change. However, the request made to the Board during this meeting was to provide clarification if the Office of Oral Health can continue their statewide educational outreach and training programs. Mr. Mutziger stated that this request was not regarding the delivery of services but if the educational outreach and training programs were considered the practice of dentistry. Mr. Mutziger stated that since this discussion would require interpretation of law and could reasonably bring about litigation, that the discussion of this request should be done during Executive Session. Mr. Hydrick noted that a letter of support was provided in each Board member's folder due to the late receipt of the letter.

Dr. Williams had some additional questions about the screenings that we previously allowed. The Board had some initial discussions as to whether these screenings were considered the practice of dentistry. Dr. Filzen stated that there was a calibration requirement for these screenings for accurate collection of data. For their Office, the screenings were all done by licensed hygienists.

Dr. Williams brought up a program of the American Dental Association for individuals to become a certified Community Dental Health Coordinator to act as liaison between the public and dentistry. Dr. Mark Donald, a public attendee, added information about this program of the ADA. However, there was no action taken at this time.

Dr. Filzen also made the request for the Board to consider a statement regarding public water fluoridation. There was no action taken at this time.

Mr. Mutziger requested that Dr. Filzen provide additional information regarding the screening programs that had been offered by the Office of Oral Health to which she agreed. Further discussion of the request was tabled until Executive Session.

The next item was a verbal update by Mr. Mutziger regarding the status of the amendments to Regulations 53, 61, and 62. Mr. Mutziger noted that the proposed amendments had been posted to the Secretary of State's website, and the Board was currently receiving public comments.

## **REPORTS**

The next items on the agenda were the reports from the Executive Director. Mr. Hydrick noted that the Board's packet included a list of the Fourth Quarter of FY2025 licenses that were issued. (Appendix A). Dr. Williams asked Mr. Hydrick to update regarding the Facility Inspections. Mr. Hydrick brought the Board's attention to page two of his report. It was noted by Mrs. Vaughn that there will be approximately 93 inspections completed by the end of July 2025. Mr. Hydrick noted four permit holders had voided their permits, which reduced the total number of facilities to be inspected by four (4) facilities. Dr. Williams acknowledges the staff and inspectors who have assisted in getting these inspections completed. Dr. Williams asked that upon completion of these inspections and after the renewal period which ends October 31, 2025, that the Board review Regulation 30 and consider the requirements of this Regulation which created this challenge to the Board.

Dr. Williams requested that a motion be made to refer Regulation 30 to Rules and Regulations Committee as soon as the inspections period ends August 31, 2025, to review the challenges with completing the inspections. Dr. Grubbs made the motion and Dr. Joe seconded.



Additional discussions noted the difficulty meeting the requirements of meeting the Regulation should be considered with additional feedback and advice from the staff, inspectors, and permit holders to identify areas of challenge and make recommendations for change where appropriate. The motion to defer to the Rules and Regulations Committee was passed unanimously.

Mr. Hydrick noted the inclusion of his quarterly report to the Board. Mr. Hydrick provided an update to the transition to the new licensing system. Mr. Hydrick noted a change that will occur due to the new licensing system. He stated that the system will notify those who are selected for the Continuing Education audit. This will allow those selected to ensure compliance by December 31<sup>st</sup>. The audit will occur in January 2026. Also noted are the requirements in regulation 30 for continued competencies to maintain anesthesia permits. An attestation will be added to the renewal for permit holder to attest to their continued competency and those who might be selected for the continuing education audit will have to provide evidence of the required eight (8) hours in the practice areas listed in Regulation 30.

Mr. Hydrick provided an update regarding the status of the application process for hygienists to register their eligibility to practice under general supervision.

Finally, Mr. Hydrick highlighted the number of active licenses and inactive statuses in his report. No actions were required by the Board to accept the reports as presented.

Dr. Curtis asked about the ability of licensees to upload the Continuing Education hours being uploaded into the licensing system. Mr. Hydrick stated this was a functionality that was still in the development process.

For the next item on the agenda, Mrs. Denise DeRossette with Cornerstone Consulting provided an update Financial Report as of June 30, 2025, the end of the fiscal year 2025. She noted that there is a “lapsed period” which allows for the continuation of paying of invoices which the expense occurred in FY2025 but was not received until after June 30<sup>th</sup>. Final figures for FY 2025 will be reported after the lapsed period. She noted that the personnel expenditures were within budget. She noted that all travel dollars budgeted in FY25 had been expended. She noted that the out-of-state travel had to be reported

to the Legislature and would be done so. She reviewed the Vendor report to show what has been spent and that the figures included do reflect expenses that had been encumbered but not yet paid. About 65% of the commodities expenditure was made through the Corporate Credit Card. Finally, she noted the subsidiary amounts which included payment to the Board of Pharmacy for the Prescription Monitoring Program and to the Professional Health Network. She noted a decrease in cash balance due to the transition to the licensing system and office relocation.

For Fiscal Year 2026, the Board received the legislative spending authority for requested amount plus additional funds to cover increase in health insurance premiums to be paid by the Agency.

The next agenda item was the approval of the Five-Year Strategic Plan. Mr. Hydrick noted accomplishments listed on previous strategic plans. He highlighted the benchmark to reduce to the time between receipt of a complaint to disposition of the complaint. It was noted that this was a multi-year process. He stated that unfortunately, the number of complaints in this calendar year are tracking to break previous year's record. There was no action taken on the Strategic Plan.

The next item was the presentation of the results of the PERS Audit with no significant findings. Additionally, it was stated that there had not been any reports received to date regarding the Board's submission to the request by the State Auditor's office for a government efficiency audit.

### **ELECTION OF OFFICERS**

Due to the recent appointment by the Governor for the District III Board position, a new slate of officers needed to be elected from November 1, 2025, to June 30, 2026. Mr. Hydrick noted that the appointment of Dr. Mark Donald was appointed by the Governor to fill the Dental District III position on the Board. Mrs. Birmingham presented a motion that Dr. Grubbs be elected president, Dr. Curtis elected vice-president and Dr. Lampkin elected as Board secretary beginning November 1<sup>st</sup>. The motion was seconded by Dr. Joe. The motion passed.

There was additional discussion regarding ways to set a process for officer elections. There was discussion regarding bylaws related to the Board structure and committee structure.

Dr. Williams presented the updated assignment to the Board's Subcommittees. Dr. Williams reviewed the assignments and noted some potential changes that could be considered once bylaws are written. Dr. Williams did report that the Legislative and Dental Practice subcommittees have been combined with the current assignment year. Effective November 1<sup>st</sup>, the committee assignments will need to be

updated as Dr. Grubbs will become an ex-officio member of every committee. Mr. Hydrick presented a list of proposed meeting dates for Fiscal Year 2026 for each subcommittee. There was no action taken on these appointments and dates.

### **NEW BUSINESS**

Dr. Williams asked for a motion to consider moving October 24, 2025, meeting of the Board to November 7, 2025, due to the appointment of a new District III Board representative. Dr. Grubbs made the motion and Dr. Carlton seconded the motion. The motion carried and the meeting will be moved to November 7, 2025.

Dr. Mark Donald made a verbal request to assist with the development of the Board's bylaws due to his extensive work as the Parliamentarian for the American Dental Association. There was no action, and the Board will consider the establishing of bylaws after Dr. Donald's official appointment date of November 1, 2025.

Another point of new business was a concern expressed by Dr. Williams who has noted that applicants receiving radiology permits from the Board can actually fail the radiology exam during the seminar but still receive a permit as the Regulation only requires the completion of a board-approved seminar. Dr. Williams asked Mrs. Birmingham and Dr. Curtis consider taking up the establishment of some guidelines and recommendations to include in an amendment to the Board's Regulation 25. In addition, Dr. Williams noted that there have been conversations with a current licensee who is willing to travel and monitor and review these seminars. Dr. Roy Irons has agreed to work with the Board to review the seminars. Once the Rules and Regulations committee establish guidelines for these seminars, then the Board's Executive Director will work with Dr. Irons to establish a process for reviewing and monitoring these programs. No formal action taken.

Dr. Williams, for the next item of new business, asked the Board to consider changes to Regulation 41 to required groups wanting Continuing Education course approvals to use one of the certifying or approval sources already defined by the Regulation. After much discussion, the Board considered a motion to remove #4.H and #5 of Regulation 41. This would remove any process by which the Board could approve Continuing Education courses. Dr. Curtis made the motion and Dr. Carlton seconded the motion. There was discussion related to separating Continuing Education Recognition Program (CERP)

from the ADA as CERP is now a separate commission of the American Dental Association. Similarly Program Approval for Continuing Education (PACE) is Academy of General Dentists' (AGD) approving body but is not a separate entity of AGD. It was suggested though that the Board list is separate as well as an approval source. Mr. Mutziger recommended adding these two sources in a future meeting. The Board voted on the motion to remove 4.H and 5 from Regulation 41. The motion carried unanimously.

The last request for new business was made by Dr. Williams to consider an amendment to Regulation 35 that requires registration for the Prescription Monitoring Program (PMP) to add a fine for dentists who do not register for the PMP. In addition, there are dentist who reportedly avoid querying the PMP by only writing Schedule III or IV drugs. Dr. Williams requested that the Board consider changing the regulation to also include all scheduled drugs. The consideration was tabled and referred to the Rules and Regulations Committee to review the Regulation. Dr. Curtis asked Dr. Williams to submit proposed wording to him, and he would take it to the Committee. No further action was taken.

A motion was made adjourn for lunch. Dr. Grubbs made the motion and Dr. Bishop seconded.

After reconvening from lunch, a motion was made to consider the reasons for entering Executive Session. Mr. Mutziger reported that the reasons for entering were noted as personnel discussions, investigative matters that could result in a final order. Dr. Joe made the recommendation and Dr. Lampkin seconded.

A motion was made to enter Executive Session. Dr. Carlton made the motion and Dr. Grubbs seconded the motion. The Board entered Executive Session.

**--- EXECUTIVE SESSION ---**

**--- OPEN SESSION ---**

Dr. Williams brought the report on Board Actions taken in Executive Session. These actions included the approval of a \$3,000 pay raise effective August 1, 2025, for the Executive Director, Denny Hydrick.

The Board approved the following Remands:

2025-048	2025-040	2024-129	2024-114	2024-112
2024-104	2024-102	2024-099	2024-084	2023-034

2023-025                      2022-107                      2022-074                      2022-063                      2022-036  
2024-169

The Board approved the following Preliminary Determination Remands:

2025-089                      2025-086                      2025-079                      2025-078                      2025-077  
2025-076                      2025-075                      2025-066                      2025-065                      2025-045

The Board approved the following Letters of Concern:

2025-009                      2025-028

The Board determined that continued statewide educational outreach and training by Regional Oral Health Consultants (ROHCs) is not within the purview of Miss. Code Ann. Section 73-9-5 and therefore not subject to the restrictions identified by Board Regulation 13.

The Board determined a hearing date for a licensee and a date for the Public Hearing to discuss Regulation 13. That date will be September 5, 2025, beginning at 8:30am.

#### **ADJOURN**

A motion was made to adjourn by Dr. Grubbs and seconded by Dr. Lampkin. The Board meeting was adjourned.

The minutes for the July 25, 2025, meeting of the Mississippi State Board of Dental Examiners were approved on July 31, 2025.

  
Dr. Alexa Lampkin (Jul 31, 2025 18:40:34 CDT)

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Alexa Lampkin, D.M.D. - Board Secretary