

**OREGON BOARD OF DENTISTRY**  
**1500 SW 1st Ave., Suite 770**  
**Portland, OR 97201**  
**Telephone: 971-673-3200**



**Affirmative Action Plan**  
**2023 – 2025 Biennium**

**Approved February 27, 2023**  
**Stephen Prisby**  
**OBD Executive Director**

## **AGENCY MISSION**

The Mission of the Oregon Board of Dentistry is to promote quality oral health care and protect all communities in the State of Oregon by equitably and ethically regulating dental professionals.

## **AGENCY FUNCTION**

The Oregon Board of Dentistry (OBD) is comprised of a ten member board and eight staff members. The Board Members are selected by the Governor and confirmed by the Senate. The staff members are state employees who were hired through the state of Oregon's HR employment system. The OBD utilizes outside HR support for all recruitment efforts. The authority and responsibilities of the Oregon Board of Dentistry (OBD) are contained in Oregon Revised Statutes Chapter 679 (Dentists & Dental Therapists), Chapter 680.010 to 680.205 (Dental Hygienists), and Oregon Administrative Rules, Chapter 818. These statutes charge the OBD with the responsibility to regulate the practice of dentistry, dental therapy and dental hygiene by enforcing the standards of practice established in statute and rule. The primary program activities are Licensing, Enforcement and Monitoring, and Administration.

## **AGENCY REPRESENTATIVES**

### **Agency Director**

Stephen Prisby, Executive Director  
1500 SW 1st Ave., Suite #770  
Portland, OR 97201  
971-673-3200

### **Governor's Policy Advisor**

Rachel Currans-Henry  
Office of Governor Tina Kotek  
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### **Affirmative Action Representative**

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## AFFIRMATIVE ACTION POLICY

This policy applies to all employees and Board members of the OBD. This policy applies to all matters relating to hiring, termination, promotion, benefits, compensation, and other terms and conditions of employment, as well as delivery of OBD services.

The OBD ensures that it creates and maintains a diverse and inclusive environment and organizational culture throughout the agency in keeping with the Office of Cultural Change (OCC) and The Governor's Office's (GO) policies. The BOLI and appropriate policies are posted in the office kitchen/break room. All staff are regularly updated on HR policies and information when distribute to the executive director.

The OBD's Executive Director ensures that ORS 659A.012 is adhered to. It states that agencies are required to include in the evaluation of all management personnel the manager's or supervisor's effectiveness in achieving affirmative action objectives as a key consideration of the manager's or supervisor's performance. The OBD's Policy Statement on affirmative action is:

***“The Oregon Board of Dentistry affirms and supports the Governor’s Affirmative Action Plan and is dedicated to creating a work environment which will attract and retain employees who represent the broadest possible spectrum of society including women, minorities and people with disabilities.”***

The OBD also ensures that all Oregonians, regardless of gender, age, race, national origin, color, ethnicity, religion, people with disabilities, sexual orientation, veterans etc., have a fair and equal chance for available job opportunities within the agency.

The OBD will also ensure that it provides an environment for all applicants and employees that is free from sexual harassment and intimidation, creating a professional workplace environment regardless of an individual's race, color, religion, gender, sexual orientation, national origin, age, or disability.

The OBD supports the spirit and letter of equal employment opportunity laws, rules and regulations, affirmative action concepts, and the right of all persons to work and advance based on merit, ability, and potential. OBD will not discriminate, nor tolerate discrimination, against any applicant or employee because of physical or mental disability in regard to any position for which the applicant for employment is qualified.

The OBD will continue to maintain zero tolerance for any action that discriminates against an individual for employment, advancement and/or training due to physical or mental disabilities, race, color, religion, gender, sexual orientation, national origin or age.

The OBD is an autonomous agency, created by an act of the legislature in 1887, but it receives Human Resource services through an interagency agreement with the Oregon Medical Board's HR staff and overall support as a client agency of the Department of Administrative Services (DAS).

The purpose of this statement is to update and maintain the previously initiated affirmative action program for the OBD in keeping with the directive of the GO, State and Federal laws and regulations, and executive orders of the President of the United States of America concerning diversity and inclusion/affirmative action discrimination/non-discrimination guidelines appropriate under the Civil Rights Acts, equal employment opportunity (EEO) policies, and the Americans with Disabilities Act by which our good faith efforts must be directed. We support the work of the OCC and GO, both inside and outside of state government.

The OBD's 2022 -2025 Strategic plan aligns with our agency's goals based on the State of Oregon's 2023-2025 Affirmative Action Plan.

While the OBD was created by state laws, we seek to ensure that the OBD builds an organization that uses the concepts of diversity, equity, and inclusion (DEI), such as problem-solving, innovation, and organizational development, to create a workplace that is stronger, better functioning, and more dynamic, and that can deliver the best possible service to the people of Oregon (see Appendix B).

### **2021-2023 PROGRESS REPORT**

During the 2021-23 biennium, the OBD has continued to work toward meeting its affirmative action, diversity, equity, inclusion, and altruistic goals.

The worldwide Covid pandemic took center stage, and we were fortunate enough to keep up with no OBD Staff severe medical issues, deaths, quits or terminations.

The Board members turned over due to the term limits on Board members. We welcomed five new Board members during the 2021-2023 Biennium. These five were chosen by Governor Kate Brown and confirmed by the Senate.

All the basic tasks and mission of the Board to license regulate and protect the public were accomplished. The OBD fulfilled its goal of initiating and completing strategic planning.

The OBD's 2022 – 2025 Strategic Plan defines priorities in alignment with its statutory obligations and its mission - to promote quality oral health care and protect all communities in the State of Oregon by equitably and ethically regulating dental professionals. The OBD is challenged to address a rapid and accelerating rate of change. Significant shifts are occurring in oral healthcare, dentistry practice, dental therapy services, organizational structures, business models and markets. The Strategic Plan is referenced in this document for its direct alignment with this affirmative action plan for 2023 – 2025.

The OBD sees its mission as elevating the standard of oral health care in Oregon, not solely through regulation but through information, outreach, and education. Additionally, new mandates from the Legislature and the GO challenge all state agencies to address

racial disparities and social determinants of health in the healthcare environment. The OBD seeks to be an active partner with those that seek a better Oregon for everyone in ways that our small agency can make an impact.

The OBD Board Members and staff ratios have historically remained consistent in terms of the protected classes. At the time of this report, the Board is comprised of 10 Board members, of whom are: one Caucasian man, one Hispanic man, one African American man, one Middle Eastern man, two Asian women, three Caucasian women, and one Native American woman. There are currently eight OBD staff comprised of one Caucasian man, one Hispanic man, one Multiple Ethnicities man, and five Caucasian women. In the past biennium, there has been a noted shift in the classification of worker generation. In previous years, a significant portion of the staff was classified as Baby Boomers. As of June 2022, OBD staff include three Millennials, three Generation X, and two Baby Boomers, a much a wider range in the generations (See Organization Charts Appendix C).

**Affirmative Action Report**

Agency Affirmative Action Policy: The Board of Dentistry affirms and supports the Governor’s Affirmative Action Plan and is dedicated to creating a work environment, which will attract and retain employees who represent the broadest possible spectrum of society including women, minorities and the disabled. The Board of Dentistry will not tolerate discrimination or harassment on the basis of race, color, sex, marital status, religion, national origin, age, mental or physical disability, or any reason prohibited by state or federal statute. The Board and its management further adopts and affirms the Governor’s beliefs that the State has a commitment to the right of all persons to work and advance on the basis of merit, ability and potential.

The Board of Dentistry has seven positions budgeted at 8.0 FTE.

Status of 8 staff positions at July 1, 2022:

Official/Administrator	1.0 White/Male/over 40
Professional/Technical	1.0 Hispanic/Male/over 40
Administrative/Support	1.0 Multiple Ethnicities/Male/over 40
	2.0 White/Female/over 40
	3.0 White/Female/under 40

The ten members of the Board are appointed by the Governor and confirmed by the Senate to four-year terms. By statute, six members are licensed dentists, two are licensed hygienists and two are public members.

Status of 10 Board Members positions at July 1, 2022:

Board President	1.0 Hispanic/Male/over 40
Board Vice President	1.0 African American/Male/over 40
	3.0 White/Female/over 40
	2.0 Asian/Female over 40
	1.0 Native American/Female/under 40
	1.0 Middle Eastern/Male/over 40
	1.0 White/Male/over 40

In 2021, The OBD experienced one opening and added one new staffer. Two staff members transitioned to new positions which was a win- win for both the employees and the OBD. Recruitment for the new staffer was through the state's systems and processes. At the OBD we follow the state's recruitment process and do not deviate from it.

Employees are urged to cross- train whenever possible so that they may take advantage of those opportunities when they occur. The OBD's Executive Director

promotes and encourages professional development training. OBD Staff have annually attended the DEI Conference and found great value in it.

### **2023-2025 OBJECTIVES**

**We have finite resources and bandwidth to address and work meaningfully on all 10 strategies identified in the state’s most recent Diversity, Equity and Inclusion Action Plan.**



**In the 2023-25 biennium, OBD will pursue the following strategies as the bedrock of its Affirmative Action Plan:**

#### **Strategy 1 – Engage the Racial Justice Commission and OCC:**

Actions:

Attend Meetings.

Ensure all Executive Orders are being followed and implemented. Share employment opportunities with the Office of Cultural Change, Partners in Diversity, and other DEI minded organizations.

## **Strategy 2 – Strengthen Community Engagement**

Actions:

Review current outreach processes.

Connect with professional associations, dental school, dental hygiene schools and dental therapy programs.

Educate staff and Board Members on affirmative action processes during staff and Board meetings.

The [OBD's 2022 – 2025 Strategic Plan](#) defines priorities in alignment with its statutory obligations and its mission - to promote quality oral health care and protect all communities in the State of Oregon by equitably and ethically regulating dental professionals.

A top priority in the strategic plan is: **Community Interaction and Equity**

- Increase ease of access to OBD services and information
- Ensure equity exists in investigation outcomes

Assign a dedicated staff member to this initiative to work with the executive director and advise Board on its efforts.

## **Strategy 3 - Increase Awareness of Diversity, Equity, and Inclusion among OBD Board Members and staff.**

Actions:

Share and encourage participation by OBD staff in all DEI events and educational opportunities, such as the Annual DEI Conference.

Our strategies to revise and update our current processes, while encouraging the awareness of the importance of diversity, equity, and inclusion within our Board and staff, will be implemented over the next biennium with the hopes of creating an inclusive working environment so that all OBD employees and Board members can thrive.

## **Strategy 4 – No Tolerance for Racism, Hate and Discrimination**

Actions:

Revisit and Reinforce State HR Policies.

Provide additional training for staff and Board Members.

Encourage attendance at DEI Conference.

Investigations of Licensees that are unacceptable though may not violate the DPA will be reviewed closely to work with appropriate sister agencies for referral.

**Appendix A: State of Oregon Diversity, Equity and Inclusion Action Plan, A Roadmap to Racial Equity and Belonging**



## **Appendix B: OBD Diversity, Equity & Inclusion Statement**

OBD is committed to establishing, monitoring, and maintaining a diverse workforce, reflective of the population in the State of Oregon, where all employees are valued, treated fairly, and given opportunities to develop, thrive and feel that they truly belong. This is a commitment to an active program that provides equal opportunities for all persons regardless of race, color, religion, sex, sexual orientation, national origin, marital status, age, or disability. Every employee plays a part in our diverse workforce and inclusive work environment by being respectful and supportive, and by acting with integrity and respect to one another. Each person's skills, talents, knowledge, experiences, and personalities broaden the range of perspectives and approaches to conducting the work we do at OBD.

OBD can best promote excellence by recruiting, retaining, and accommodating a diverse group of staff in an environment of respect that is supportive of their workplace success. This climate of diversity, inclusion and excellence is critical to successfully attaining our mission of contributing leadership and resources to increase the skills, knowledge and career opportunities of Oregonians.

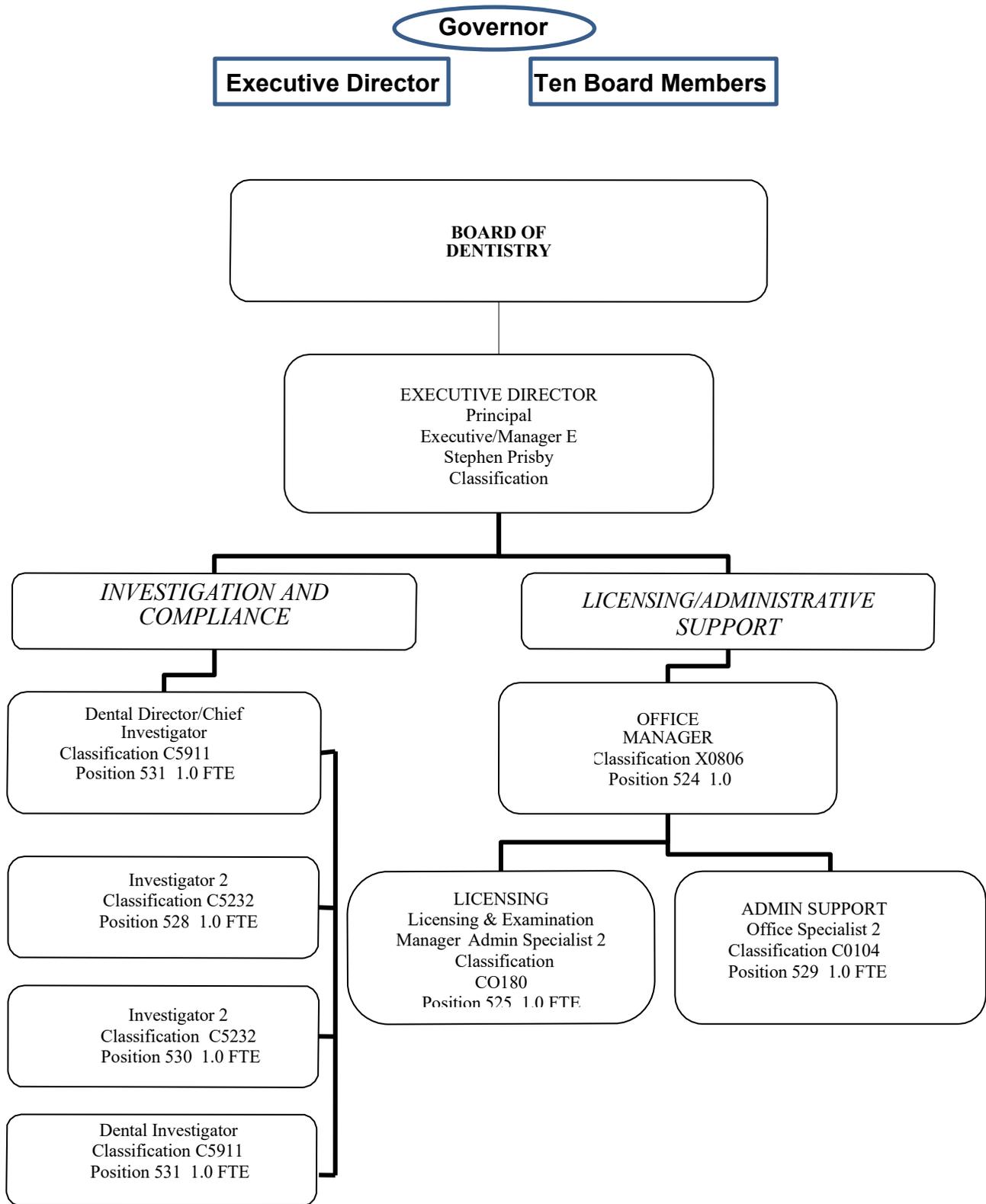
The OBD is an equal-opportunity employer that is committed to a proactive role in the recruitment and selection process. The OBD will use diverse recruitment strategies to identify and attract candidates and establish interview panels that represent protected-class groups.

The OBD is committed to providing broad and culturally enriched training, career growth and developmental opportunities to all employees on an equal basis, enabling them to further advance and promote their knowledge, skills, and abilities and their value of diversity

The Affirmative Action Policy and Diversity & Inclusion Statement will appear on OBD's webpage. Additionally, OBD's plan will be provided to all new employees, posted in the employees' common area, and linked in OBD's quarterly newsletter. All OBD employees, with a higher emphasis of responsibility placed on management employees, are responsible for the implementation of the Affirmative Action Policy and Diversity & Inclusion in the workplace. Employees and Board members are expected to ensure that they are aware of the Affirmative Action Policy and Diversity & Inclusion statement and follow the policy and statement guidelines as it pertains to their work, especially during the hiring process.

An individual who has interviewed for employment, who believes they were denied employment based on any of the aforementioned discriminatory factors, may file a complaint with the Executive Director on behalf of the Board. All reported incidents will be investigated promptly, thoroughly, impartially, and discreetly. The investigator will notify the complainant in writing of the results of the investigation. Formal appeals/complaints may also be filed with the state's Affirmative Action Office; the Bureau of Labor and Industries; the Equal Employment Opportunity Commission (909 First Avenue, Ste. 400, Seattle, WA 98104-1061); or the United States Department of Labor, Office of Civil Rights.

**Appendix C: 2023 - 2025 OBD Organizational Chart**



**Appendix D: State Policy Documents**

[ADA and Reasonable Accommodation Policy](#) (Statewide policy 50.020.10)

[Discrimination and Harassment Free Workplace](#) (Statewide policy 50.010.01)

Statewide Workforce Learning and Development (Statewide policy 10-040-01)

References:

[Duties of Administrator](#) (ORS 240.145)

[Rules Applicable to Management Services](#) (ORS 240.250)

[Recruitment and Selection](#) (Statewide policy 40.010.02)

[Veterans Preference in Public Employment](#) (ORS 408.230)

[Equal Opportunity and Affirmative Action Rule](#) (105.040.0001)

[Executive Order 22-11](#)