



Minutes

Date: Friday, January 30, 2015

What: TxOHC Board Strategic Planning Meeting

Where: Academic & Administration Bldg. #106, UTHSC San Antonio, TX

Call to Order: The meeting was called to order at 8:31 a.m. by Dr. Erik Harrington

Welcome and Introductions:

- Present: Erik Harrington, Beth Stewart, Nancy Cline, Christina Murphy, David Cappelli, Michelle Landrum, Sharon Dickinson, Sherdeana Owens, Mac Lee,
- Absent: Cathy Blunck, Pam Myers
- Guests: Vy Nguyen, Jessica Stewart, social media manager, Josephine Wolfe, grant writer intern

Icebreaker: Activity conducted.

Approval of Minutes:

- Appoint Secretary – Dr. Sherdeana Owens was appointed as temporary secretary for this meeting only.
- Appoint Minutes Review Committee – Drs. Harrington and Lee were appointed as the Minutes Review Committee.
- Minutes of December 5, 2014 were read and approved. Motion to approve was made by Dr. Cappelli and seconded by Dr. Lee.

Treasurer's Report:

- Financial Report 2014 – Jan through Dec. 2014 detailed P&L previously sent
- #1096 & 1099's mailed – packet to CPA to complete the #990 which is in progress.
- Details – net income on summit \$16,551.80 - Sponsors: \$10,757.40, Donations/Drawings: \$11,547.66, Registrations 19,875.98 for total income of \$42,181.04. Total expenses: 25,629.24. January bank statement not yet available.
- Discussion - membership dues must have a tangible product like a professional newsbrief to be deductible by members. Proposed budget: Josephine volunteered for coming year so salary savings can be used elsewhere. There are monies for Beth's salary. Annual budget proposed for \$101,223. Budget formats considered were: bare bones, proposed, wish list, edited (proposed edited). Line by line discussion of budget was conducted. Need to get corporate sponsors as well as membership dues.
- Approval of 2015 Proposed Budget – Motion from B&F committee to approve the edited version of the 2015 proposed budget, unanimously approved.

Board Governance

- Bylaws Change – Motion made by Board Governance to add DSHS OHP dental director as ex-officio. Discussion ensued concerning addition of state dental director or representative as nonvoting member of board. Dr. Nguyen explained the role of her office (DSHS). Motion unanimously approved.

Expectations

- What are people expecting to get out of this meeting?
- What are you hoping the Coalition can accomplish this year?
- Round Robin Discussion Results- emphasis on prevention, tangible goals for org, ‘what are expectations of this meeting’ “ coalition hopes for coming year”; 5-10 written goals; grant opportunities; action plans; realistic strategic plan; broaden network- increased collaborations; clarification of goals; move forward with action items; a game plan for next steps; priorities; movement. “having a win under our belt”; not being stalled. Increased marketing. Work w TDA. Discussion of past relationship w TDA. Use of social media and use of TXOHC banner on emails. Next summit program topics and speakers, briefing on social media usage.

SWOT Analysis:

Breakout groups were established and group results posted for discussion. Results will be emailed to board later.

Force Review: Review of the organization:

Is coalition sustainable? Discussion: The Oral Health Data Booklet created by the state of Michigan was presented . The creation and use of the “book” with Texas data would give us a usable and sellable product. More detailed discussion in “Develop Priority Areas” section of the minutes.

Action item: copy a page from “the book”; do we want to use the same five data points/suggestions for additional data points. Need board feedback within two weeks.

Membership:

The 2013 membership survey (19 respondents from summit) was discussed; most would pay annual membership or organization dues; the dues standards are different for non-profits. Discussion included information on other state coalitions, dues in general, and member benefits.

Benefits for TxOHC were explored. Option-add membership dues in summit registration with higher cost for non-members.

Increase in diversity may be hindered by dues. Increase marketing around summit? Higher level sponsors get logo on TXOHC bag? Donation box on summit registration page? Dues-tabled. Other levels of membership- tabled.

Board members decided to maintain the status quo of providing free membership.

Grants:

- Strengthening the Network: 6 key points-each member can do one item. Send your preference to Beth. No money for grant writers so board will work on these sections.
- Oral Health 2020 goals are important to Dentaquest; goal 3 is “the book”; the book will also help policy change to include adult Medicaid.

Summit Planning:

Confirm Summit Dates: Summit date and theme-November 5-7, 2015. Will talk with Omni Colonnade about availability. Length of summit: Thurs afternoon; all day Friday; Saturday morning. Considering Jason Sabo as keynote speaker on Friday morning. Considering having Panels again - maternal child, school based, older adults.

Possible speakers- David Flores, Gary Badger, Keila Lopez, Matt Jacobs, Howard Pollack, Dr. Murphy, Sean Boyd, Erik Harrington, Mac Lee, Davelyn Hood, LBJ sch of PH health policy instructor, Sherdeana Owens.

Workshops- social media workshop, road map policy workshop, stress management, conflict resolution, patient-centered care, health literacy, communications and team work, motivational interviewing.

Group rate for whole office staff?

Title/theme of summit??

- Network Policy Summit – March 2016
- November 5-7, 2015
- Theme – Strengthening the Network

Develop Priority Areas:

Metrics Coalition Report –Cappelli, Nguyen- statewide data broken down into smaller unit levels. Michigan published data on Oral Health by county. Organize and utilize data for state use in a standard format. Use by legislators – know burden of disease in their county-use for policy.

Three basic ques – what data needed, what already collected, how to use it/network info, (how to standardize data). Three work groups formed to work on these questions. Future plan for Texas to have a data report similar to Michigan product. Goal is to have TxOHC produce a document similar to the MI report. With 4 year updates.

Board Governance:

- Discussion on changing Board of Directors – adding Chair-Elect- Tabled.
- Length of Term for Directors ? Tabled.
- Staggered Terms ?Tabled.
- Move up board members to other positions? Tabled.

Old Business:

- Conflict of Interest
Individual forms completed and signed – Vy Nguyen
Signature page signed - Mac, Christina and Vy
- Biosketches for website – Mac and Vy – others can submit new pictures.

Announcements:

- National Oral Health Conference (NOHC) April 27-29, 2015, Kansas City, MO
Pre-Conference is April 25-26, 2015.

Adjourn: The meeting adjourned at 5:10 pm.

Respectfully submitted,

S. Owens

Sherdeana Owens, DDS
Temporary Secretary

Board approved Minutes April 2, 2015.