



**Minutes from Board of Directors
Conference Call Meeting
Friday, December 4, 2015
4:00 pm CST**

Present: Beth Stewart, RDH, Erik Harrington, DDS, PhD, Sherdeana Owens, DDS, MPA, Nancy Cline, RDH, MPH, Kila Johnson, DDS, Maria Wellisch, RN, LNFA.

Absent: Sharon Dickinson, CDA, RDA, CDPMA, McHenry Lee, DDS, David Cappelli, DMD, MPH, PhD, Donna Morris, RDH, MEd, Sandy Tesch, RDH, MSHP, ex-officio liaison for DSHS OHP.

Excused Absence due to technical difficulty: Christina Murphey, RN, PhD – Dr. Murphey tried calling in twice and could not gain access to the conference call number. She emailed Ms. Stewart during the conference call saying she could not get on.

Welcome and Introductions: The meeting was called to order at 4:02 pm by Chairperson, Erik Harrington. Verbal roll call was taken and a quorum confirmed. Dr. Harrington welcomed Board members and noted that no guests were on the call. The agenda was approved with no additions or changes. Sherdeana Owens and Nancy Cline volunteered to serve on minutes review for this meeting.

Minutes: Approval for the minutes from the Pre-summit, Nov. 5, 2015 and Post-summit, Nov 7, 2015 BOD meetings has been postponed until acting Secretary, Sharon Dickinson, recovers from her surgery and has time to type them. Annual meeting minutes from Friday, Nov. 6, 2015 will be approved next year during the annual meeting.

Treasurer's Report: The checking account has been reconciled through the end of October and a detailed P&L was sent to Board members. Beth Stewart asked the Board to consider reimbursing Jessica Stewart for her travel expense since it was necessary that TxOHC staff bring two cars with all of the summit supplies this year. Sherdeana Owens moved to reimburse Jessica Stewart for her mileage expense and Maria Wellisch seconded the motion. Because this motion carries a fiscal component it will be referred to Budget & Finance for their consideration and recommendation to the Board.

Ms. Stewart noted the proposed budget for 2016 will look very similar to last year's with three columns to show bare bones, actual and wish list for budgeted items. A final proposed budget will be ready for the Board to vote on during the face to face (F2F) meeting in February 2016.

New Business: A revised agenda for "Building an Oral Health Roadmap for Texas" workshop was presented to Board members and no changes were noted. Matt Bond with the DentaQuest Foundation (DQF) will attend and provide the background presentation. Mr. Bond said they would supply the stakeholder, asset and environmental analyses to be used during the workshop and they will also bring a facilitator from the Interaction Institute for Social Change (IISC). Ms. Stewart is awaiting confirmation from DQF that there will be no charges to TxOHC to use their facilitator.

The Invitee list is in progress and a final draft will be sent to Board members soon for final input. The recommended number of attendees is 60 with only one per organization. A save the date email and invitation will be sent out to all invitees before Christmas.

Chairman Harrington polled Board members and asked if they preferred meeting Thursday before the workshop or afterwards on Saturday. Answers were mixed, so members discussed having the workshop on Thursday and the BOD meeting on Friday. All felt it important to meet after the workshop, so we would have those results to help plan our year and activities.

Negotiations with the hotel, Wyndham Garden in Austin, to be the workshop and Board meeting site are currently underway. The workshop date change also needs to be approved by DQF and IISC. They had originally agreed to Friday, Feb. 26, 2016.

The employment contract for Jessica Stewart was discussed. Jessica will furnish her resume and a list of duties for the Board of Directors' consideration. Maria Wellisch offered to furnish comps from their HR department to help give Board members something to refer and compare to.

Old Business: An update for the ADA Foundation grant was provided by Sherdeana Owens. Grant committee members have submitted all the necessary work and Dr. Owens is putting everything in a printable format. Grant educators will be furnishing a set of three onesies to 200 pregnant moms combined from the Corpus Christi, Austin and Houston areas.

Announcements: Possible change in Building an Oral Health Roadmap workshop date to Thursday, February 25, 2016 at the Wyndham Garden Hotel in Austin. The Board of Directors meeting will tentatively be on Friday, February 26, 2016. The hotel, DQF, IISC will need to confirm their availability.

The National Oral Health Conference (NOHC) is April 18-20, 2016 in Cincinnati, OH and the preconference courses are scheduled for April 16-17, 2016.

Adjourn: Sherdeana Owens moved to adjourn at 4:55 pm and Nancy Cline seconded the motion. The motion to adjourn was unanimously approved.

Signature: Beth Stewart
Beth Stewart, RDH (acting Secretary)



Signature

Date approved: _____