**Minutes**

**Texas Oral Health Coalition**

**Pre-Summit Board of Directors Meeting**

**Thursday, November 3, 2016**

**Call to Order**:

Chair-Elect Sherdeana Owens, DDS, called the meeting of the Texas Oral Health Coalition Board of Directors to order at 6:06 p.m. Thursday, November 3, 2016.

**Members Present:**

Sherdeana Owens, DDS, MPA; Beth Stewart, RDH; Sharon Dickinson, CDA, CDPMA, RDA, CRFDA, CPFDA; Christina Murphey, RN, PhD; Maria Wellisch, RN, LNFA; Donna Morris, RDH, MEd: David Cappelli, DMD, MPH, PhD, Nancy Cline, RDH, MPH, Kila Johnson, DDS, Mac Lee, DDS

**Members Absent:**

Erik Harrington, DDS, PhD, Rhonda Stokley, DDS

**Others Present:**

Carolyn Friend, CDA, RDA, Jessica Stewart, MA

**Welcome:**

Chairman-Elect Owens welcomed everyone to the meeting. The agenda was approved with no additions.

**Appointment of Minutes Review Committee:**

The following Board members were appointed to review the November 3, 2016 minutes: David Cappelli and Nancy Cline

**Minutes:**

The minutes from the October 3, 2016 Board Meeting were discussed with minor corrections noted. Motion was made by Donna Morris and seconded by Maria Wellisch to approve the minutes, Minutes were APPROVED unanimously as corrected.

**Treasurer’s Report:**

The detailed 2016 Financial Statement and the P&L from January through September were reviewed. Board discussed the financial statement. Executive Director Stewart explained the travel for 2016. She attended the National Oral Health Conference and the travel to the Advancing the Oral Health Movement in Texas (atohmit) listening meetings held in Houston, El Paso, Austin and Tyler. The later travel expenses will be repaid to TxOHC by the Texas Health Institute.

**Business:**

* The Board discussed the motion made at the October 6, 2016 Board of Directors conference call. The motion was discussed and approved by the Finance Committee. The motion, made by Sharon Dickinson, 2nd by Christina Murphey, read:

I move that the Board of Directors approve the transfer of funds totaling $2,000 per month for August, October, November, and December 2016 from the TxOHC general fund to meet the contractual agreement for the Executive Director. Motion was APROVED Unanimously.

* Maria Wellisch brought to the Board the need for a Strategic Plan. After discussion of the current strategic plan and mission, the Board agreed on the need for a new plan. Further discussion and a date for the Board to meet regarding the plan was deferred to Post Board. Board members are encouraged to look at the current plan and mission on the TxOHC website prior to the meeting.

**Committee Reports**:

* Planning Committee: Beth Stewart
* Board assignments were reviewed for the summit.
* There will be 12 poster presentations this year.
* Exhibits will be in the Lake Austin room
* Reception will be in the hall way Thursday evening. The silent auction will be held during the reception.
* Board members were encouraged to “meet and greet” members and non-members in attendance at the summit.
* Perinatal Program: Sherdeana Owens

Dr. Owens discussed the outcomes of the program to date. The analysis is ongoing however to date, it appears that behaviors have changed. She has applied for another grant to continue the program.

* Emergency Department Non-Traumatic Dental Conditions (ED NTDC): Beth Stewart

Discussion was held regarding the Statement of Work (SOW) agreement with Integrated Care Collaboration (ICC), so we may receive ER data from ICC on four central Texas hospitals for the Emergency Department Non-Traumatic Dental Conditions (ED NTDC) project.  ICC estimated it would take 4-6 hours of research at $200/per hour to gather the data TxOHC requested.  The Budget and Finance Committee met unofficially and indicated we have the $1,200 to pay for it.  Mac Lee moved to accept the SOW and Maria Wellisch seconded, the Board unanimously approved to sign the SOW and pay the data research fee.

* Maria Wellisch reported that the video, Denture Care for CNA Caregivers provided by TxOHC is currently on the mmLear.org website. Since it has been posted, to date 33 have viewed the video. The video has been linked to the TxOHC website.
* **Announcements**

Post-Summit Board of Directors meeting and lunch will be held in the San Gabriel Meeting Room of the Wyndham Garden Hotel November 5, 2016 at 12:00 p.m.

Reminder that dinner will be held immediately after this meeting is adjourned.

**Adjournment:**

David Cappelli moved to adjourn. Maria Wellisch seconded. APPROVED Unanimously.

Board meeting adjourned at 7:26 pm by Chairman- Elect Owens with dinner following. Guests attending Board dinner:Roger Johnson, Paul Juarez (First Refuge Ministries), Carolyn Friend, Jessica Stewart

**Submitted By:**

**Sharon Dickinson**

**Secretary**

**1/4/2017**