

Minutes
Texas Oral Health Coalition
Board of Directors Conference Call Meeting
April 16, 2020

Call to Order:

Chairperson Nancy Cline called the meeting of the Texas Oral Health Coalition (TxOHC) Board of Directors (BOD) to order on April 16, 2020 at 10:01 AM CDT.

Members Present:

Nancy Cline, RDH, MPH; Sharon Dickinson, CDA, CDPMA, RDA, CPFDA, CRFDA; Maryam Tabrizi, RDH, DMD, MPH, CFMP; Deborah Jones, PhD, MSN, RN; Sherdeana Owens, DDS, MPA; Sandy Tesch, RDH, MSHP; Annaliese Cothron, MS; Kila Johnson, DDS; Michelle Landrum, RDH, MEd; Ankit Sanghavi, BDS, MPH.

Members Absent:

Johanna DeYoung, BSN, DDS, MPH; Russell Reddell, DDS, MBA

Others Present:

Beth Stewart, RDH, TxOHC Executive Director (ED), Jessica Stewart, MA, TxOHC Operations Coordinator (OC)

Call to Order:

Chairperson Cline welcomed those present. Roll call was taken. Verbal confirmation of a quorum was established. Chairperson Cline asked if there were any additions to the agenda. Hearing none, Sharon Dickinson moved to approve the agenda. Deborah Jones seconded the motion. The motion was passed unanimously. Kila Johnson and Chairperson Cline volunteered to review the April 16, 2020 minutes. Chairman Cline reminded everyone to review their Conflict of Interest Statements and update if needed.

Minutes:

The February 22, 2020 minutes were reviewed. Sherdeana Owens moved to approve the minutes as written. Maryam Tabrizi seconded the motion. The motion passed unanimously.

Treasurer's Report:

ED Stewart gave the Treasurer's Report in Johanna DeYoung's absence. The financial reports were reconciled through March 2020. After discussion, the reports were filed for audit. ED Stewart noted all financial reports are available to the BOD via the Dropbox.

ED Stewart reported that the 2019 financial statements had been submitted to the CPA on March 17th to complete the #990 for filing.

It was noted that Dr. Erik Harrington advised ED Stewart that he would be temporarily suspending his monthly donation to the Coalition after March 2020 due to the pandemic.

ED Stewart submitted an application for an Economic Injury Disaster Loan (EIDL). She will apply for the Paycheck Protection Program when it becomes available again.

Committee Reports:

❖ Board Governance:

- ✓ Nominations: Committee Chairman Johnson announced the following nomination report:
Chair Elect: Maryam Tabrizi
Secretary: Heather Dent
Treasurer: Deborah Jones
Director #4: Matt Thompson
Director #5: Tim Cluley
Director #6: Magda de la Torre

If Dr. Tabrizi is elected Chair Elect and Dr. Jones is elected Treasurer, there will be two (2) Director positions vacant. According to the By-Laws the Chair will appoint the new Directors to fulfill terms vacated.

It was discussed that all candidates should submit a CV, Bio or short cover letter (platform statement) prior to the elections

Annaliese Cothron moved to accept the Board Governance Slate of Officers. Kila Johnson seconded the motion. The motion passed unanimously.

❖ Membership:

- ✓ Committee Chairman Annaliese Cothron discussed the members-only listserv rules and guidelines. The BOD reviewed the attached guidelines and rules. After discussion Maryam Tabrizi moved to approve the guidelines as circulated. Ankit Sanghavi seconded the motion. The motion passed unanimously.
- ✓ The elevator speech being developed was tabled.
- ✓ The BOD template letter being developed was tabled.
- ✓ BOD contact list for Board members to mail letter was tabled.
- ✓ The BOD discussed having monthly or quarterly virtual membership meetings. Chairman Cline appointed the membership committee to develop how these general membership virtual meetings will work.
- ✓ ED Stewart advised the BOD that she is going to set up a virtual happy hour. The dates will be:
Friday, April 10, 2020 4-5 PM CDT
Friday April 24, 2020 4-5 PM CDT

❖ Sustainability Committee: No report due to absence of the Chairman.

❖ Older Adult Work Group: Committee Chairman Maryam Tabrizi

- ✓ Chairman Tabrizi reported that the community homebound outreach project is expanding. It is anticipated that the project will launch in October 2020.

- ✓ The possible partnership with UT Health School of Dentistry Houston on Project Echo, a telementoring virtual education program which offers dental CEUs, is currently on hold due to the pandemic.

Other Reports: ED Stewart

- ❖ Texas Fluoridation Campaign: ED Stewart discussed the Fluoridation Campaign to date.
 - ✓ The website revisions are in progress.
- ❖ Texas Oral Health Conference: ED Stewart gave an update on the conference to date. Discussion is ongoing regarding the status of the conference. A decision will be made in May to continue with the face to face conference or to hold a virtual conference
- ❖ Matt Jacob has been contracted to present five (5) virtual Health Communication CE courses. One (1) will be on water fluoridation.

Other Business: Chairperson Cline and ED Stewart

- ❖ The BOD was reminded to continue to check the Drop Box for materials added weekly. Please contact ED Stewart or OC Stewart if you are having difficulties with the Drop Box.
- ❖ The question was asked to the BOD about continuing to charge membership dues. This was tabled for future discussion.
- ❖ A Doodle poll will be sent out regarding scheduling the next BOD meeting for the end of May or the first of June.

Announcements:

- ❖ Texas Oral Health Conference July 9-10, 2020 at the Sheraton in Georgetown, TX.
- ❖ TxOHC Annual Meeting July 10, 2020 12:00-1:30 PM
- ❖ September 11, 2020 BOD fund development and strategic planning meeting.

With no further business to come before the BOD, the meeting was adjourned at 11:09 AM.

Respectfully submitted,

Sharon Dickinson
TxOHC Secretary