



**Minutes from Board of Directors Conference Call
Friday, April 26, 2013**

Present: Beth Stewart, Sharon Dickinson, Dr. Angela Barnes, Dr. Shirley Miranda, Michelle Landrum, Cathy Blunck, Daniel Snare, Dr. Sarah Dirks, Nancy Cline

Absent: Rex Law, Dr. Whitney Payne Jr.

Call to Order

The meeting was called to order at 10:03 am by Chairperson, Beth Stewart.

Welcome and Introductions

Beth Stewart welcomed the Board of Directors on the call and roll call was obtained via verbal confirmation.

Approval of the Agenda

The agenda of the meeting was approved unanimously by the board with the addition that February 8, 2013 there was an email vote to approve a governance policy. Eight persons voted in the affirmative and zero against.

Minutes from February 1, 2013

Sharon Dickinson motioned that the minutes from February 1, 2013 be approved. Nancy Cline seconded this motion. The board unanimously approved the minutes for February 1, 2013.

Treasurer's Report

Dr. Shirley Miranda went over the treasurer's report, including balance sheet. The February and March treasurer reports have been reconciled. Beth mentioned that she and Jessica recently attended a conference about QuickBooks in Austin, March 20, 2013. They like the program and were able to create a QuickBooks cloud for Dr. Miranda to have access to accounting and make sure everything matches our records.

The Board of Directors previously received the balance sheet, P&L and Statement of Cash Flows through March 31, 2013 with an agenda that was emailed April 12, 2013. This information will be filed with our CPA.

Budget & Finance and the Board approved of the following expenditures.

- \$128.00 fee to QuickBooks Pro Advisor Donna Edney for QuickBooks set up
- \$950.00 fee to CPA Marc Martin to complete and file 2012 #990

Appointment of Committees and Chairs

Beth Stewart indicated her implementation of the following committee and subsequent chair appointments: Additionally, listed are recruited members for each committee.



- Legislative Committee
 - Chair: Nancy Cline, RDH, MPH
 - Members: Michelle Landrum, BS, RDH, M.Ed. Candidate
- Medical-Dental Collaboration Committee
 - Chair: Angela Barnes, DDS
 - Johanna DeYoung, BSN, DDS, MPH
 - Tess Ladrillo, DMD, MPH

Sharon Dickinson motioned that we ratify the above committees. This motion was seconded by Dr. Shirley Miranda and approved unanimously by the board.

Adoption of Communications Plan

A copy of the communications plan was emailed with the agenda to the board members. Beth Stewart went over the plan with the board. Dr. Angela Filzen recommended considering doing a You tube video to share about membership and oral health education. Michelle Landrum mentioned having something on the website and in literature about effectiveness of fluoride. New rulings are to come out from Environmental Protection Agency regarding recommendations. It was also recommended to look at adding school based sealants to our list of oral health literature with support of such initiatives.

Dan Snare motioned to accept adoption of the communications plan and Sharon Dickinson seconded the motioned. The board unanimously approved adoption of the Communications Plan.

Committee/Workgroup Reports:

- **Oral Health Literacy Workgroup**

Beth Stewart mentioned she had received Regional Coalition surveys from Houston, Central Texas and Midland. She had not received information from San Antonio nor El Paso. Also, she has not gotten a response from Amarillo regional representatives.

Dr. Barnes Filzen mentioned that she was working on the Measurement Assessment aspect of the Oral Literary work group and will be forwarding information about it along with workgroup meeting dates by Friday, May 3, 2013.

Michelle Landrum mentioned that we may want to promote collaboration with OB/GYNs and keep the perinatal oral health at the forefront of our initiatives.

- **Medical/Dental Collaboration Committee**

Beth Stewart, Michelle Landrum and Sara Dirks recommended Dr. Barnes Filzen to reach out to Dr. Sean Boynes who was at a recent conference they attended. He has already done a lot of work evaluating integrated dental care models. Dr. Boynes is with Care South in Carolina. Dr. Barnes Filzen will follow up with him concerning insight and partnership opportunities



Dr. Barnes Filzen is working on the work plan and will share this information with the team once it is completed.

- **Bylaws Committee**

Chair Nancy Cline recommended a change in the Governance Policy so that we are in compliance with Best Practices and IRS requirements. The COI will now read: *Each Board member must read, answer all questions and sign a Conflict of Interest Policy (see attached) at the beginning of each term. Signed forms must be completed and turned in to the Secretary within 30 days of elections and are kept in the files in the TxOHC office. Any Board member that fails to complete a Conflict of Interest will automatically, and without any further action by the Board, cease to be a Board member at the end of that 30-day period. Board members are given copies of the form for their own records. Board members are expected to inform the Board if they are contemplating entering into a transaction or arrangement that might benefit their own private interest.*

To date, we have not received a signed COI from Rex Law after numerous attempts. Dan Snare recommended Vice Chair Sharon Dickinson send Dr. Law an email with the COI attached requesting his signature and notifying him that this would be our last attempt to notify him.

It was motioned by Dan Snare and seconded by Sharon Dickinson to accept the Conflict of Interest amendment. The Board of Directors unanimously approved this motion.

- **Legislative/Advocacy Committee**

Nancy Cline shared several legislative bill updates:

- House Bill 502
- Regulation of dental service organization
- Feasibility of dental exam, public school services

- **Elder Dental Care Workgroup**

Dr. Sara Dirks mentioned that she is still working on her work plan and plans to have it to Beth Stewart this weekend, April 27 or 28, 2013. She is still trying to engage various state holders

- **Planning Committee**

Sharon Dickinson discussed the progress of the planning for the Oral Health Summit scheduled for November 21-23, 2013. The Board was made aware that the conference dates changed to include November 21, 2013 for pre-summit Board of Director and committee face to face meetings.

We are looking for sponsors who may sponsor this day. Also, the summit will no longer be at the Wyndham Garden Hotel. New arrangements for alternate location are being made.



Old Business

We have not heard whether or not we received the DentaQuest grant. We should hear soon concerning that.

The Board of Directors will discuss in greater detail, at a later meeting, what to do regarding the TxOHC State Oral Health Plan previously created. For now, it will remain off the website as previously Approved by the Board.

New Business

The Board of Directors adopted the following schedule for future meetings:

Friday, May 17, 2013: Conference Call

Friday, June 12, 2013: Face to Face

Friday, August 23, 2013: Conference Call

Friday, October 4, 2013: Conference Call

Thursday, November 21, 2013: Face to Face with Oral Health Summit

Saturday, November 23, 2013: Face to Face with new BOD post-summit

Announcements

Next Face-Face board meeting tentatively set for Friday, July 12, 2013 in Austin. Remake Headshot BOD pictures can be taken at this time or Board members can send their own.

Beth Stewart was invited to do a 10 minute presentation at next ANOHC meeting and to Facilitate round table during one of the rotations during NOHC lunch meetings.

Adjourn

The meeting was adjourned at 11:45 a.m.

Signature: _____
Angela F Barnes, DDS (Secretary)

Signature

Date approved: _____