

**American Academy of Pediatric Dentistry
After-Action Minutes
2011 Annual Session Board Meeting
May 29, 2011**

Meeting: Regular Annual Session Meeting of the 2011-2012 American Academy of Pediatric Dentistry Board of Trustees

Date: May 29, 2011

Place: Beekman Parlor, Hilton New York, New York

Presiding Officer: AAPD President, Rhea M. Haugseth

Minute Taker: Ms. Margaret A. Bjerklie, AAPD Executive Assistant and Office Manager

Members Present: Drs. Joel H. Berg, Warren A. Brill, Edward H. Moody, Jr., Scott W. Cashion, John R. Liu, Man Wai Ng, Shari C. Kohn, K. Jean Beauchamp, James D. Nickman, Robert L. Delarosa, Jade A. Miller, Kevin Donly, Mario E. Ramos, John A. Hendry, Jane Gillette, N. Sue Seale, James J. Crall, Heber Simmons, Jr., John S. Rutkauskas

Staff Present: C. Scott Litch, Chief Operating Officer and General Counsel

Guest Present: Dr. Elliot R. Shulman, Chair, Council on Post-Doctoral Education, Post-Doctoral InService Examination Committee

President Haugseth called the meeting to order at 1:00 p.m. on Sunday, May 29, 2011.

Following are the actions taken by the Board at this meeting.

No.	Motion	Action	Responsible Party*	Relevant Council/ Committee
1	To approve the agenda as amended	Carried	Bjerklie	AAPD HQ
2	To charge the Council on Membership and Membership Services to review, evaluate, and update the PowerPoint® presentation on the structure of the AAPD. The council will utilize the staff of AAPD in updating the presentation. Background and Intent: The Board of Trustees would like to have an updated and accurate presentation on the structure of the AAPD to be used in various venues. The Board would like to inform and encourage members to participate in the Academy and this presentation helps to do this.	Carried	Kennedy, Ramos, Wester	CMMS, AAPD HQ
3	To charge the Council on Membership and Membership Services, Pediatric Dental Residents Committee, to implement and evaluate solicitation by residents of brief articles featuring residents doing innovative and interesting activities in their training	Carried	Stuewer, Ng, Wester	CMMS Pediatric Dental Residents Committee

* Responsible party – Board member, Council chair, Staff liaison, other staff as appropriate

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	<p>programs, to be published on the AAPD website and in <i>PDT</i> on a quarterly basis. Present guidelines for article submission and scoring criteria to the Board of Trustees at the Ad Interim 2011 meeting.</p> <p>This charge is a tactic to meet strategy 2.5.2. Background and Intent: The intent of this charge is to promote greater awareness of and interest in using the AAPD website and residents' community page.</p> <ul style="list-style-type: none"> • To encourage resident submissions, a drawing for a \$100 gift certificate is proposed as an incentive for each quarter 			
4	<p>To accept the charges to the Council on Post-Doctoral Education as amended.</p> <ul style="list-style-type: none"> • Remove charge #5 - completed 	Carried	Turner, Donly, Dalhouse	CPostEd
5	<p>To accept the charges to the Council on Post-Doctoral Education, Post-Doctoral InService Examination Committee as amended.</p> <ul style="list-style-type: none"> • Delete charge #5, regarding examination for applicants; there was no consensus among the program directors • Charge #6 - change from planning to implementation 	Carried	Shulman, Donly, Dalhouse	CpostEd, Inservice Exam Committee
6	<p>To charge the Council on Clinical Affairs to review the Guideline on Local Anesthesia and create a new Guideline on Local Anesthesia and Pain Management.</p> <p>Background and Intent: With the current information presented on the toxicity of acetaminophen and codeine used postoperatively, it was recommended that CCA review pain management and include the topic in a new guideline with local anesthesia.</p>	Carried	Castellano, Delarosa, Rutkauskas, Essling	Council on Clinical Affairs
7	<p>To charge the Council on Membership and Membership Services, New Pediatric Dentist Committee to evaluate the number of first year graduates who attend the annual session to determine if a decrease in fees for the meeting</p>		Estrella, Kohn, Wester	CMMS New Pediatric Dentist Committee

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	<p>would help increase new graduate attendance. Background and Intent: Residents attend the annual session because the program pays the fees. After graduation, new dentists have loan repayment, board fees, review courses, travel expenses, etc. The intent of this charge is to encourage new pediatric dentists to attend the annual session and become involved in the Academy.</p>			
8	<p>To approve the 2010-2011 Roster of Officers, Trustees, Boards, Councils and Committees as amended.</p> <ul style="list-style-type: none"> • District 6 member for Council on Annual Session • District 1 member for CMMS Committee on Communications • Local Arrangements Committee co-chairs for 2013 were also approved - Carlos Bertot, Rachelle Dermody 	Carried	Bjerklie, Almond	AAPD HQ, 2012-13 Council on Annual Session
9	<p>To approve the creation of an Expert Panel to develop the business plan and operational manual for evidence-based clinical guideline development. Also, to approve the attendance at the ADA Forsyth Evidence Based Dentistry Course by 3 individuals - CCA consultant, CSA consultant, and Editor.</p> <p>Background and Intent: As charged by the Board of Trustees, a task force has investigated the process of evidence-based guideline development and with the assistance of the ADA's evidence-based dentistry expert, determined a strategy to accomplish the goal. To begin the process of developing evidence-based guidelines, 2 panels will develop the necessary documents for planning and operation. Also, several members will attend an advance evidence-based dentistry course to assist in the process.</p> <ul style="list-style-type: none"> • Budgetary Impact: Up to \$32,700 • Course for editorial board has been put on hold until this process is complete 	Carried	Seale, Delarosa, Gillette	AAPD HQ

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10	To accept the changes to the AAPD <i>Administrative Policy and Procedure Manual</i> to Section 8, Councils and Committees, O. Councils and Committees, 21. Composition of the Pediatric Dental Resident Committee.	Carried	Litch, Bjerklie	AAPD HQ
11	To adopt the 2011-2012 budget, as amended (see below).	Carried	Moody, Rutkauskas	AAPD HQ
12	To approve the members of the Nominations Committee as forwarded by the District Units: District 1: Amr Moursi District 2: Milton Houpt District 3: David Curtis District 4: Jessica Meeske District 5: Philip Hunke District 6: Richard Mungo • Committee will meet in January 2012	Carried	Berlocher, Liu, Rutkauskas	AAPD HQ

Summary of adjustments to the 2011-2012 budget approved by the Board of Trustees:

Expenses, original:	\$ 8,637,249	
Adjustments (see detail):	<u>\$93,100</u>	Adjustments detail:
Total expenses:	\$8,730,349	
Income:	\$ 7,209,589	\$60,000 Advanced Leadership Institute
Balance:	-\$ 1,520,760	\$400 Pediatric Dental Residents Committee charge (motion 3)
		\$32,700 Evidence-based dentistry panels (motion 9)

The meeting was adjourned at 3:14 p.m. on Sunday, May 29, 2011.

Minutes approved by electronic vote July 20, 2011.