

**American Academy of Pediatric Dentistry
After-Action Minutes
2011 Ad Interim Board Meeting
October 9, 2011**

Meeting: Regular Meeting of the American Academy of Pediatric Dentistry Board of Trustees

Date: October 9, 2011

Place: Room 210, MGM Grand Conference Center, Las Vegas, Nevada

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. Dennis McTigue, President, American Board of Pediatric Dentistry; Dr. Paul S. Casamassimo, Interim Director, AAPD Pediatric Oral Health Research and Policy Center

President Haugseth called the meeting to order at 8:02 a.m. She reminded the attendees that board discussions are confidential. Congratulations to John Hendry, Robert Delarosa, and Jane Gillette, who are being inducted into the American College of Dentists this week, and to Scott Cashion and Kevin Donly, who are being inducted into the International College of Dentists.

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

No.	Motion	Action	Responsible Party*	Relevant Council/Committee
1	To reaffirm the July 2011 electronic vote of the Board of Trustees, approving the actions of the May 24 and 29, 2011, meetings of the Board of Trustees.	Carried	Bjerklie	AAPD HQ
2	To approve the agenda as amended	Carried	Bjerklie	AAPD HQ
3	To approve the changes to the AAPD <i>Administrative Policy and Procedure Manual</i> as follows: Section 3.C.3. (Policies Governing Recognition of Other Organizations) - Update section to coordinate with Memorandum of Understanding with AAP; Section 8.O.16 - Delete section on disbanded Educational Resource Content Committee of the Council on Pre-Doctoral Education;	Carried	Liu, Litch	P&P, AAPD HQ

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

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	Section 4.C (Appointed Officers) – codify schedules for reviews of stipends and performance; Section 13.E (Use of AAPD Logo) – concerning logo use in conjunction with other logos; and Section 8.N.5 (Nominations Committee) – addition of Nominations Committee rotation schedule.			
4	To modify the charge regarding development of a guideline on local anesthesia and pain management to have CCA produce a standalone document on post-operative pain management. <ul style="list-style-type: none"> • Original charge was too broad, and would have required changes to many other documents 	Carried	Castellano, Delarosa, Rutkauskas, Essling	CCA
5	To charge the CCA SHCN to liaison with other organizations concerning continuous education for transition issues of patients with special health care needs (PSHCN). Background and Intent: AAPD is the specialty that embraces PSHCN. As such, AAPD is concerned about the decreased access to oral health care for PSHCN. The relatively small number and distribution of pediatric dentists, however, means that the broader involvement by general dentists is necessary to address access to care issues and transitioning PSHCN. PSHCN also may require additional dental specialist providers to manage some aspects of his/her oral health care. Most pediatric dentists help PSHCN into adult care, but the principle barrier is the availability of general dentists and specialists willing to accept these patients. Past surveys of senior dental students note that provisions of oral health care to PSHCN were among the topics in which they were least prepared. Addressing the manpower issue is of utmost importance. AAPD stands ready to liaison with other organizations to provide opportunity for	Carried	Rick, Hendry, Rutkauskas	CCA Committee on Special Health Care Needs

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	additional medical, behavior guidance and restorative training needed to treat PSHCN.			
6	To approve the topics/speakers identified by the Council on Continuing Education for online CE programs.	Carried	Ignelzi, Miller, Turcheck, Dalhouse	Council on Continuing Education, AAPD HQ
7	To add a recent graduate member to the Council on Post-Doctoral Education, Post-Doctoral Inservice Examination Committee	Defeated		
8	To approve an additional meeting of the Inservice Examination Committee to formalize the electronic version of the inservice exam, with a budgetary impact of \$8,000. <ul style="list-style-type: none"> • Needed to finalize the exam for electronic administrating in 2013. 	Carried	Shulman, Donly, Dalhouse	Inservice Exam Committee
9	To support the proposed CDT codes for Interim Therapeutic Restoration and for Prefabricated Zirconium Crown at the upcoming ADA CRC Batch 3 meeting in February 2012.	Carried	Reggiardo, Nickman, Essling	Council on Dental Benefit Programs
10	To direct the Council on Membership and Membership services to continue to develop and finalize the fellowship program of the AAPD and present it to the board at its May 2012 meeting. <ul style="list-style-type: none"> • Becoming a Diplomate will no longer mean Fellow status is automatically conferred. • Purpose is to foster increased involvement with the Academy. • Aligns AAPD with similar organizations. 	Carried	Kennedy, Ramos, Wester	Council on Membership and Membership Services
11	To direct the Council on Pre-Doctoral Education to continue the investigation on compensation in order to attract and maintain faculty in both pre- and post-doctoral programs. <ul style="list-style-type: none"> • Investigate options to encourage new residents to become faculty. 	Carried	Amini, Kohn, Dalhouse	Council on Pre-Doctoral Education
12	To approve the addition to the <i>AAPD Administrative Policy and Procedure Manual</i> ,	Carried	Liu, Litch	AAPD HQ

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	Section 12.A.5 – Procedures for Handling Allegations of Misconduct, as amended. <ul style="list-style-type: none"> • Plagiarism is a growing problem among all scientific journals • Add a section on sanctions for AAPD members who have submitted a paper to the journal which is proven to be substantially someone else’s work. 			
13	To approve the purchase/lease of plagiarism screening software, with a budgetary impact of up to \$3,000. <ul style="list-style-type: none"> • “Information to Authors” section is being amended to notify authors that all manuscripts are subject to inspection for plagiarism. 	Carried	Rutkauskas, Gillmeister	AAPD HQ
14	To donate \$1,000 to the Nowak Visiting Scholar Program at the University of Iowa School of Dentistry in honor of the retiring executive director of the ABPD, Dr. Arthur Nowak.	Carried	Rutkauskas	AAPD HQ
15	That the current president of the American Board of Pediatric Dentistry be the representative to the AAPD Nominations Committee. <ul style="list-style-type: none"> • ABPD has revised its bylaws to make the sitting president the chair of the nominations committee; AAPD should parallel. 	Carried	Liu, Litch	Policy and Procedure Committee
16	That reports from the AAP Section on Oral Health (SOOH) to the AAPD Board of Trustees be written by the AAPD Board of Trustees liaison and not the chair of the Executive Committee of the SOOH. <ul style="list-style-type: none"> • Reports from the SOOH are submitted to the AAPD Board as a means of information transfer between organizations. • If the chair of the SOOH is not a pediatric dentist, it is important to maintain the connection via regular reports from the Section. 	Defeated		

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17	To approve the additional appointments to councils, committees, and the steering committee of the POHRPC.	Carried	Haugseth, Bjerklie	AAPD HQ
18	<p>To support the Jens Andreasen Dental Trauma Guide website in the amount of \$60,000.</p> <ul style="list-style-type: none"> • Trauma Guide has become a useful tool in education • Potentially useful in clinical practice • Contributors to the Primary Tooth section are reputable pediatric dental researchers and educators • Request a budget from Andreasen; recognition on the website • Link to Trauma Guide on AAPD website 	Carried	Rutkauskas	AAPD HQ
19	To write a letter of support to ADA for licensure by credentials.	Carried	Rutkauskas	AAPD HQ
20	To co-sign a letter from AAOMS to Medicare regarding referral for non-dental procedures.	Carried	Rutkauskas	AAPD HQ
21	To appoint Dr. Paul S. Casamassimo as the permanent director of the AAPD Pediatric Oral Health Research and Policy Center.	Carried	Rutkauskas	AAPD HQ
22	<p>To fund participation in the Dental Quality Alliance for 2012 with a budgetary impact of \$5,000.</p> <ul style="list-style-type: none"> • The mission of the Dental Quality Alliance is “to advance performance measurement as a means to improve oral health, patient care and safety through a consensus-building process”. • AAPD has been one of the 27 member organization since formation. • Annual dues will be based on organization revenue, in a tiered structure. 	Carried	Rutkauskas	AAPD HQ
23	To charge the Council on Pre-Doctoral Education to create and provide an opportunity, along with the Council on Postdoctoral Education, for pre- and postdoctoral programs in search of filling	Carried	Amini, Kohn, Dalhouse	Council on Pre-Doctoral Education

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	faculty vacancies to participate and recruit at the Career Fair held during the Annual Session. Progress on this activity will be reported during the Winter Planning Meeting. Background and Intent: It is important the membership understands the nature and potential impact of the academic workforce shortage. The shortage exists not only in the postdoctoral or graduate programs but within the undergraduate dental school education.			
24	To write a letter in support for AAP's "Bright Futures" project for their grant proposal process, emphasizing the importance of oral health.	Carried	Rutkauskas	AAPD HQ
25	To accept the 2010-2011 audit as presented by Legacy Partners. <ul style="list-style-type: none"> • Auditors gave Academy an unqualified opinion; the highest opinion that can be offered. • Report on internal controls: Results disclosed no noncompliance issues. • Report on compliance, A-133: No problems identified • Financial statements: No weaknesses or deficiencies identified • Note that, with the end of the Head Start grant, we will no longer need to conduct or pay for an A-133 audit. 	Carried	Moody, Rutkauskas	AAPD HQ
26	To approve the adjustments to the 2011-2012 budget (see summary)	Carried	Moody, Rutkauskas	AAPD HQ

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

Expenses, original: \$ 8,730,349 Adjustments (see detail): <u> 420,600</u> Total expenses: \$9,150,949 Income, original: \$ 7,209,589 Adjustments (see detail): <u> 166,230</u> Total income: \$7,375,819 Balance: -\$ 1,775,130	Expense adjustments detail: \$343,600 Additional Annual Session \$8,000 Inservice Exam meeting (motion 8) \$3,000 Plagiarism software (motion 13) \$1,000 Art Nowak gift (motion14) \$60,000 Andreasen website (motion 18) \$5,000 DQA (motion 22) Income adjustments detail: \$166,230 Additional Annual Session
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The meeting was adjourned at 4:12 p.m.

Minutes approved by electronic vote November 10, 2011.