

**American Academy of Pediatric Dentistry  
After-Action Minutes  
2013 Winter Board Meeting  
January 11-12, 2013**

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

Date: January 11-12, 2013

Place: Salon I conference room, Ritz-Carlton Phoenix, Phoenix, Arizona

Presiding Officer: Dr. Joel H. Berg, AAPD President

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

Members Present for all or part of the meeting: Drs. Warren A. Brill, Edward H. Moody, Jr., Robert L. Delarosa, Jessica Y. Lee, Man Wai Ng, Shari C. Kohn, K. Jean Beauchamp, James D. Nickman, Joseph B. Castellano, Santos Cortez, Jr., Mario E. Ramos, John A. Hendry, Catherine Flaitz, Jane Gillette, N. Sue Seale, James J. Crall, Heber Simmons, Jr., John S. Rutkauskas

Staff Present for all or part of the meeting: Mr. C. Scott Litch, AAPD Chief Operating Officer and General Counsel; Ms. Tonya Almond, AAPD Meeting Services Senior Director; Mr. Paul Amundsen, HSHC Development Director; Ms. Jan Silverman, Assistant Director, AAPD Pediatric Oral Health Research and Policy Center (POHRPC); Ms. Kristi Casale, AAPD Meeting Services Manager; Ms. Suzanne Wester, AAPD Membership and Marketing Director; Ms. Mary Essling, AAPD Dental Benefits Manager; Ms. Erika Skorupskas, AAPD Public Relations Manager; Ms. Cynthia Hansen, AAPD Publications Manager; Mr. Scott Dalhouse, AAPD Educational Affairs Manager

Guests Present for All or Part of Meeting: Dr. Jenny Ison Stigers, ABPD President; Dr. Adriana Segura, AAP Section on Oral Health; Dr. Scott Cashion, Chair, Task Force on Governance; Dr. Paul Casamassimo, Director, AAPD Pediatric Oral Health Policy and Research Center; Dr. Paul Andrews, AAPD District 4 Trustee-Elect; Dr. David Tesini, AAPD District 1 Trustee-Elect; Dr. Jade Miller, AAPD Secretary-Treasurer-Elect; Dr. Charles Czerepak, AAPD Parliamentarian-Elect; Dr. Scott Smith, AAPD Advanced Leadership Institute

President Berg called the meeting to order at 9:05 a.m. on Friday, January 11, 2013. He reminded the board members of the AAPD Conflict of Interest and Fiduciary Duties policy. Decisions made by the board are confidential until the approved after action minutes are published. Deliberations of the board are confidential and not to be discussed outside of the board meeting.

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

No.	Motion	Action	Party Responsible for Implementation*	Relevant Council/Committee
1	To reaffirm the electronic vote approving the minutes of the October 2012 meetings of the Board of Trustees.	Carried	Bjerklie	AAPD HQ

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

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No.	Motion	Action	Party Responsible for Implementation*	Relevant Council/Committee
2	To approve the agenda and consent calendar as amended: <ul style="list-style-type: none"> <li>• Additional item under ongoing business:               <ul style="list-style-type: none"> <li>○ Report from the POHRPC meeting</li> </ul> </li> <li>• Additional items under new business:               <ul style="list-style-type: none"> <li>○ Request for comment from ADA regarding separation of CERP from CDEL</li> <li>○ Request from Cochrane Group (informational)</li> </ul> </li> </ul>	Carried	Berg	BOT
3	To affirm the appointment of Dr. Charles Czerepak as Parliamentarian for 2013-2014.	Carried	Brill	ExCom
4	To approve the appointments of the editorial boards and abstract editors recommended by the Editor in Chief	Carried	Brill, Rutkauskas	President-Elect, AAPD HQ
5	To accept the investment report and income and balance statements as presented by the Budget and Finance Committee	Carried	Delarosa, Rutkauskas	AAPD HQ
6	To approve the recommendation of the Budget and Finance Committee to move one half of AAPD investment portfolio to Associated Bank, retaining the other half in BMO Harris	Carried	Rutkauskas	AAPD HQ
7	To approve the change to the AAPD Bylaws, Chapter I, Membership, Sections 1-4; Chapter X, Finances, Section 1-2 <ul style="list-style-type: none"> <li>• Creates a new category for international post-graduate students who are in non-CODA approved programs outside the US</li> <li>• Adjusts all sections relating to membership categories and finances</li> </ul>	Carried	Litch	AAPD HQ; General Assembly
8	To approve the 2013 AAPD Legislative and Regulatory Policies <ul style="list-style-type: none"> <li>• Will be published in the advocacy section of the website</li> </ul>	Carried	Litch	AAPD HQ

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No.	Motion	Action	Party Responsible for Implementation*	Relevant Council/Committee
9	To charge the Constitution and Bylaws Committee to eliminate the requirement of tripartite membership <ul style="list-style-type: none"> <li>• Districts will continue to exist</li> <li>• District and state membership will be optional</li> </ul>	Carried	Moody, Litch	Constitution and Bylaws Committee (CBC)
10	To offer dues collection for district and state unit organizations at no cost	Carried	Rutkauskas, Wester	AAPD HQ
11	To charge the Constitution and Bylaws Committee to eliminate the requirement that membership in the ADA or similar national dental organization must be maintained <ul style="list-style-type: none"> <li>• National organization membership status will be required at the time of application</li> <li>• It is not possible to enforce the requirement that membership be maintained</li> <li>• Revised requirement is consistent with the policy of other dental specialties who require ADA membership</li> </ul>	Carried	Litch	CBC
12	To charge the Constitution and Bylaws Committee to revise the Bylaws to combine districts 1 and 2 to more evenly distribute members in each district. Amendment: ...and to distribute the responsibility of representing the members of Federal Services and foreign countries not specifically cited to the at large trustees <ul style="list-style-type: none"> <li>• Combining the two districts distributes the numbers of members more equally between districts</li> <li>• The district boundaries will not change</li> <li>• Amendment speaks to the lack of separate representation of the "members in the Federal Services and foreign countries not specifically cited" who are included in District 2</li> <li>• Districts would no longer be referred to by numbers, only by regional names</li> <li>• If approved by General Assembly, the</li> </ul>	Carried as amended	Moody, Litch	CBC

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No.	Motion	Action	Party Responsible for Implementation*	Relevant Council/Committee
	Policy and Procedure Committee will be charged to create the processes by which this will be accomplished			
13	Amendment to Motion 12: <ul style="list-style-type: none"> <li>To add an at-large trustee to represent the federal services and foreign members</li> </ul>	Defeated		
14	To charge the Policy and Procedures Committee to revise the requirements for membership on the Nominations Committee to include service as president of a district unit organization	Defeated		
15	To nominate Dr. Brian Beitel at the AAPD representative to the ADA CERP Committee	Carried	Rutkauskas	AAPD HQ
16	To accept Weber Shandwick as the public relations firm for the AAPD <ul style="list-style-type: none"> <li>RPF requested PR firms to create a proposal for a campaign to raise public awareness of pediatric dentistry</li> </ul>	Carried	Rutkauskas, Skorupskas	AAPD HQ

*Informational Items and Discussion Points*

Council on Clinical Affairs report

- The Council requested that the International Association of Dental Trauma's (IADT) guidelines on trauma management be proposed for endorsement by the General Assembly, rather than a revision of the current AAPD guideline; the Board approved.
- The Council will correct the Policy and Guideline on Xylitol so that both documents have the correct information; as a technical correction, this does not need approval by the General Assembly.
- The Council requested that the resource on Useful Medications for the Pediatric Practice be reviewed by a pharmacist; the Board approved; as a resource section document, this does not need approval by the General Assembly.
- The Board offered guidance for further revisions to the new Guideline on Passive Restraint.

Council on Scientific Affairs

- The Board had no revisions for the job description for Manager, Evidence-Based Dentistry; the job will be posted, to start no earlier than the end of annual session.

American Board of Pediatric Dentistry

- The ABPD requested that the AAPD look into creating a Board prep course, to cover such issues as how to take a standardized test.

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Pediatric Oral Health Research and Policy Center

- The Policy Center has initiated talks with the Practice Based Research Network to create a regional component dedicated to children's oral health.

Request for comments from the ADA CDEL

- Dr. Berg received a letter just prior to the meeting from ADA Council on Dental Education and Licensure (attached), regarding the proposed separation of the CERP Committee from CDEL, for reasons having to do with dental licensure. Comments are requested by March 1.
- Dr. Berg requested that board members review the letter and forward comments to him by the end of February.

Request from AAO for support of proposal to CODA

- AAO would like to make participation in the MATCH program a requirement for accreditation and has requested a letter of support from AAPD.
- Some question of whether CODA has the authority to make such a requirement.

2013 ADA Annual Session Pediatric Dental Program topic and speaker

- The Board agreed with the Executive Committee's recommendation of pulp therapy as the topic for the 2013 ADA Annual Session Pediatric Dental Program, and the selection of Dr. James Coll as speaker.

The meeting was adjourned at 5:01 p.m. on Saturday, January 12, 2013.

Minutes approved by electronic vote February 1, 2013.

January 8, 2013

Dr. Joel Berg  
President  
American Academy of Pediatric Dentistry  
211 E. Chicago Avenue  
Suite 1700  
Chicago, IL 60611

Dear Doctor Berg:

The Council on Dental Education and Licensure (CDEL) appreciates the American Academy of Pediatric Dentistry's support of quality continuing dental education through its participation in the ADA's Continuing Education Recognition Program (CERP). We would like to advise you of proposed changes to CERP that CDEL is considering, and request your feedback on the proposal described below.

As you know, CERP is currently administered by the CERP Committee, which is a standing committee of CDEL. The Committee is comprised of representatives of the nine recognized dental specialties, the American Association of Dental Boards, American Dental Education Association, American Society of Constituent Dental Executives, and the ADA. The CERP Committee reviews and approves providers of continuing dental education and makes recommendations to CDEL regarding program policies and recognition standards. These policies and standards must be approved by CDEL.

Under consideration is a proposal to separate CERP from CDEL, and reconfigure it as a new agency under the umbrella of the ADA. Oversight of the program would be conducted by a governing board comprised of representatives from the stakeholder groups. In addition to approving CE providers, the proposed new agency would have the authority to develop and approve recognition standards and program policies, thus minimizing potential conflicts of interest with other ADA agencies, programs and priorities. The CERP program would continue to be funded through provider fees and a subsidy from the ADA.

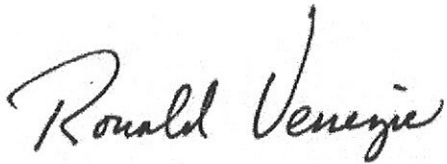
The decision to explore a new model was made after reviewing the organizational structures of other accrediting agencies in continuing education for the healthcare professions, analyzing CERP's current structure and CE environment, and assessing the advantages and disadvantages of several alternate models. CDEL will be evaluating whether the establishment of a new agency would enhance the program's reputation as an impartial, respected accrediting body and reflect best practices in continuing education accreditation.

CDEL will consider a detailed proposal at its April 2013 meeting. The Council would greatly appreciate any comments or questions that key stakeholders may have at this early stage. We invite you to provide your comments by March 1 so that they may be discussed at the Council's meeting in April. Please contact Mary Borysewicz, ADA CERP manager, at 312-440-2704 or [borysewiczm@ada.org](mailto:borysewiczm@ada.org) if you have any questions. All communities of interest will have the opportunity to comment on the proposal again at a later date if CDEL recommends that it move forward.

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Thank you very much for your consideration of this important issue and for your ongoing support of the profession through continuing education.

Sincerely,

A handwritten signature in cursive script that reads "Ronald Venezia".

Ronald Venezia, DDS, MS  
Chair, Council on Dental Education and Licensure

A handwritten signature in cursive script that reads "James M. Boyle III".

James M. Boyle III, DDS  
Chair, ADA CERP Committee

RDV:JMB: mb

cc: Dr. Mario E. Ramos  
Dr. John S. Rutkauskas, CEO, American Academy of Pediatric Dentistry  
Dr. Anthony Ziebert, senior vice president, Education/Professional Affairs  
Ms. Karen Hart, director, Council on Dental Education and Licensure  
Ms. Mary Borysewicz, manager, ADA CERP Committee