

American Academy of Pediatric Dentistry After-Action Minutes 2014 Annual Session Board Meeting May 25, 2014

Meeting: Regular Annual Session Meeting of the 2014-2015 American Academy of Pediatric Dentistry Board of Trustees

Date: May 25, 2014

Place: Room 200, Hynes Convention Center, Boston, Massachusetts

Presiding Officer: Dr. Edward H. Moody, Jr., AAPD President

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

Members Present: Drs. Robert L. Delarosa, Jade Miller, James D. Nickman, John A. Hendry, David A. Tesini, Brian A. Beitel, Paul B. Andrews, Joseph B. Castellano, Santos Cortez, Jr., Jessica Y. Lee, Scott D. Smith, Kelly Maguire, N. Sue Seale, Heber Simmons, Jr., John S. Rutkauskas

Members Absent: Dr. Catherine M. Flaitz

Staff Present for All or Part of Meeting: Mr. C. Scott Litch, AAPD Chief Operating Officer and General Counsel; Ms. Jan Silverman, Assistant Director, AAPD Pediatric Oral Health Research and Policy Center (POHRPC)

Guests Present for All or Part of Meeting: Dr. J.C. Shirley, ABPD President; AAPD Past Presidents Jerome B. Miller, Paul A. Kennedy, Jr., John R. Liu, Keith R. Morley, and Rhea M. Haugseth; Western Society of Pediatric Dentistry president John L. Gibbons.

Dr. Miller presented Dr. Moody with a presidential gavel made of red heart of cedar from Guthrie, Oklahoma. The gavel will be added to the presidential gavel plaque at the AAPD Headquarters office.

President Moody called the meeting to order at 1:23 p.m. on Sunday, May 25, 2014.

Mr. Litch reminded the board to complete the conflict of interest and fiduciary duties forms. It is important for the board to be aware of any conflicts.

The following items were added to the agenda:

New Business:

- c. Extension of task forces
- d. International membership
- e. Governance request from WSPD
- f. Representative to ADA New Dental Education Model
- g. Governance Request from WSPD/Leadership Forum

Actions taken by the Board at this meeting

No.	Motion	Action	Responsible Party*	Relevant Council/Committee
1	To adopt the agenda as amended	Carried	Bjerklie	AAPD HQ

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

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No.	Motion	Action	Responsible Party*	Relevant Council/Committee
2	To approve the suggestion of the American Academy of Pediatrics Section on Oral Health for its 2015 and 2016 AAPD annual programs. <ul style="list-style-type: none"> • 2015: Childhood Cancer • 2016: Standardization of Cleft Lip/Cleft Palate Teams 	Carried	Castellano, Almond	AAP SOOH, AAPD HQ
3	To approve the proposal from the Council on Membership and Membership Services, Pediatric Dental Resident Committee, to increase the amount of the Resident Recognition Award from \$100 to \$250 each and to present the winners with a plaque <i>Discussion points:</i> <ul style="list-style-type: none"> • Budget implication: Net increase of \$800. 	Carried	Beitel, Curtis, Hajek, Wester	CMMS Pediatric Dental Resident Committee, AAPD HQ
4	To approve new missions statement and charges for Council on Membership and Membership Services, Committee on Interprofessional Relations. <i>Discussion points:</i> <ul style="list-style-type: none"> • Suggested changes to duties require amendment of the <i>AAPD Administrative Policy and Procedure Manual</i> 	Carried	Lee, Haugseth, Wester	CMMS Committee on Interprofessional Relations
5	To charge the Policy and Procedure Committee to amend the duties of the Council on Membership and Membership Services, Committee on Interprofessional Relations.	Carried	Brill, Litch	Policy and Procedure Committee
6	To approve the reduction of the budget of the Council on Scientific Affairs by \$2,400. <i>Discussion points:</i> <ul style="list-style-type: none"> • There will be less meeting travel than originally requested 	Carried	Rutkauskas	AAPD HQ
7	To approve the 2014-2015 Council and Committee charges as amended. <i>Discussion points:</i> <ul style="list-style-type: none"> • Final charges will be posted on the AAPD website 	Carried	Rutkauskas	AAPD HQ
8	To approve the suggestion of the Pediatric Oral Health Research and Policy Center to add a term limit to the appointment of fellows and to	Carried	Rutkauskas, Litch, Silverman	AAPD HQ

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No.	Motion	Action	Responsible Party*	Relevant Council/ Committee
	create a mentored fellowship program			
9	To approve the 2014-2015 appointments.	Carried	Moody	President
10	To reaffirm the appointment of Cody Mast as chair of the 2014-15 Local Arrangements Committee.	Carried	Rutkauskas, Almond	AAPD HQ
11	To approve the amendment of the bylaws of Healthy Smiles, Healthy Children: The Foundation of the AAPD. <i>Discussion points:</i> <ul style="list-style-type: none"> • HSHC Bylaws require that bylaws changes be sent to the AAPD Board for approval 	Carried	Largent, Rutkauskas, Amundsen	HSHC
12	To approve the appointment of Joseph Castellano and Kevin Donly as chairs of the 2015-16 Local Arrangements Committee	Carried	Rutkauskas, Almond	AAPD HQ
13	To extend the deadlines for the Task Force on Talent Pool Development and the Task Force on Project Management to May 2015. <i>Discussion points:</i> <ul style="list-style-type: none"> • Task Force Talent Pool Development report will be presented to the Board by the Winter meeting • Task Force on Project Management is piloting several projects and will report to the Board in May • Task Force on Global Interactions has presented its report to the Board; the At Large Trustee who is liaison to the International membership will be responsible for oversight of the Task Force's recommendations 	Carried	Czerepak, Rutkauskas, Lee	Task Forces, AAPD HQ
14	To charge the Committee on Constitution and Bylaws to develop language to create a new "online only" category for Non-Canadian International Members. <i>Discussion points:</i> <ul style="list-style-type: none"> • Per recommendation of the Task Force on Global Interactions, approved by the Board at its May 20, 2014, meeting 	Carried	Berg, Litch	Committee on Constitution and Bylaws
15	To approve the nomination of Dr. Dennis McTigue as the AAPD representative to the	Carried	Moody, Dalhouse	President, AAPD HQ

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No.	Motion	Action	Responsible Party*	Relevant Council/Committee
	ADA Conference on Dental Education Model			
16	To approve a budget request from the Task Force on Talent Pool Development for up to \$7,500 for a meeting in Chicago to develop their final report	Carried	Rutkauskas, Czerepak	Task Force on Talent Pool Development, AAPD HQ
17	To approve the increase in the personnel budget by \$50,000	Carried	Rutkauskas	AAPD HQ
18	To adopt the 2014-2015 budget, as amended (see below). Discussion points: <ul style="list-style-type: none"> • Question was raised about including the anticipated revenue from investments • The Budget and Finance Committee has discussed this issue periodically, and has always determined that, since return on investments cannot be reliably predicted, it has no place in budget calculations • For board's information, revenue from investments will be added to the budget reports presented at each board meeting 	Carried	Nickman, Rutkauskas	AAPD HQ

Summary of adjustments to the 2014-2015 budget approved by the Board of Trustees:

Expenses, original:	\$ 10,620,195	Adjustments detail:	
Adjustments (see detail):	<u>-\$294,100</u>		
Total expenses:	\$ 10,326,095	\$800	Increase Resident Recognition Award (Motion 3)
		-\$2,400	Reduce CSA budget (Motion 6)
Income:	\$ 8,011,060	\$7,500	Task Force on Talent Pool Development meeting (Motion 16)
Balance:	-\$ 2,315,035	\$50,000	Addition to Personnel budget line (Motion 17)
		-\$350,000	Advanced Leadership Institute (which not be held in 2014-2015)

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Informational Items and Discussion Points

Governance Request from WSPD

- Recall that at the General Assembly, John Ukich, President of the Idaho Academy of Pediatric Dentistry, requested a charge to the Committee on Constitution and Bylaws to allow for absentee balloting that would include the slate of officers and bylaws amendment decisions.
- The request will be separated into two parts:
 - Staff to investigate methods of electronic voting (including real-time polling during the General Assembly)
 - Committee on Constitution and Bylaws to look at the governance details (how to amend the bylaws, etc.)
- Reports due no later than Winter Board meeting

Leadership Forum

Informational

- Background: WSPD proposed a two day conference for leadership development and face to face meetings with Academy leadership. As a counterproposal to that very expensive proposal, accommodations within the context of the annual session were offered, so that state leadership could meet and discuss mutual issues. It was up to the leadership of the WSPD to organize and market it.
- Leadership Forum was held Saturday afternoon, after the district caucus meetings. There were approximately 40 people in attendance, including AAPD leadership.
- Mark Klein presented a 30 minute program on win-win negotiations, followed by panel discussions on topics of mutual interest.
- Topics: Mid-level providers, corporate dentistry, tripartite bylaws proposal
- Excellent session, should be continued.
- The district hosting the annual session will be responsible for organizing the leadership forum.

Following an executive session, the meeting was adjourned at 4:36 p.m. on Sunday, May 25, 2014.