

**American Academy of Pediatric Dentistry
After-Action Minutes
2016 Annual Session Meeting
May 24, 2016**

Meeting: Regular Annual Session Meeting of the 2015-2016 American Academy of Pediatric Dentistry Board of Trustees

Date: Tuesday, May 24, 2016

Place: Salon C, Marriott Riverwalk Hotel, San Antonio, Texas

Presiding Officer: Dr. Robert L. Delarosa, AAPD President

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

Members Present: Drs. Jade Miller, James D. Nickman, Joseph B. Castellano, Sara L. Filstrup, Edward H. Moody, Jr., David A. Tesini, Brian A. Beitel, Paul B. Andrews, Bruce H. Weiner, John L. Gibbons, Jessica Y. Lee, Scott D. Smith, Amr M. Moursi, Kerry Maguire, N. Sue Seale, Heber Simmons Jr., John S. Rutkauskas

Staff Present for All or Part of Meeting: Mr. C. Scott Litch, AAPD Chief Operating Officer and General Counsel; Dr. Paul A. Casamassimo, Director, AAPD Pediatric Oral Health Research and Policy Center; Ms. Tonya Almond, Vice President for Meetings and Continuing Education

Guests Present for All or Part of Meeting: Drs. Cynthia H. Hipp, ABPD President; Adriana Segura, AAP Section on Oral Health; Kevin J. Donly, Secretary-Treasurer-Elect, Jessica A. Meeske, NorthCentral District Trustee-Elect; Deven V. Shroff, Northeastern District Trustee-Elect; Paula L. Coates, At-Large Trustee-Elect; James Coll, Evidence-Based Dentistry Workgroup; and University of North Carolina residents Drs. Gentry Byrd, Molly Tesch, and Lauren Green.

President Delarosa called the meeting to order at 8:30 a.m. on Tuesday, May 24, 2016.

President Delarosa reminded everyone present that all deliberations are confidential.

Actions taken by the Board at this meeting

No.	Motion	Action	Responsible Party*	Relevant Council/Committee
1	To reaffirm the electronic votes of October 2015, approving the after-action minutes of the January 14, 2016, meeting of the Board of Trustees, and revisions to Section 10 of the <i>AAPD Administrative Policy and Procedure Manual</i> .	Carried	Bjerklie	AAPD HQ

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

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2	<p>To approve the agenda as modified.</p> <ul style="list-style-type: none"> • The following items were added to the agenda: New business: DSG Letter on Specialty faculty IADR Request HSHC Foundation 	Carried	Bjerklie	AAPD HQ
3	<p>To develop a Memorandum of Understanding between the AAPD and Healthy Smiles, Healthy Children: the Foundation of the AAPD to set a revenue reduction plan as Foundation reaches certain, to be determined, milestones.</p> <p>Discussion points:</p> <ul style="list-style-type: none"> • Five years ago, the Academy decided to support the Foundation by covering payroll and occupancy expenses. • Foundation now doing well financially and can contribute to their expenses. • As the Foundation grows, they need to support themselves. 	Carried	Rutkauskas, Amundsen	AAPD HQ
4	<p>To change the AAPD auditing firm to Martin & Martin CPAs .</p> <p>Discussion points:</p> <ul style="list-style-type: none"> • Legacy Partners has been a very good partner for about 5 years. • Sarbanes-Oxley Act requires organizations to move their auditing business to different companies periodically. • Recall that Martin & Martin CPAs used to do the audits for AAPD; as they took on more of the accounting procedures, it was inappropriate for them to also do the audit • Those accounting procedures are now done internally. 	Carried	Rutkauskas, Jurczak	AAPD HQ

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	<ul style="list-style-type: none"> • After a period of years, the firm will be rotated again. 			
5	<p>To approve the recommendations of the Associate Editor to reappoint members of the <i>Journal of Dentistry for Children</i> Editorial Board</p>	Carried	Bjerklie	AAPD HQ
6	<p>To direct the Council on Clinical Affairs to develop a policy or guideline on use of silver diamine fluoride (SDF).</p> <p>Discussion points:</p> <ul style="list-style-type: none"> • The Evidence Based Dentistry Committee is going to be looking at SDF systematic reviews to determine if there is enough evidence for an evidence-based guideline. • Council can work on the document concurrently; they can decide whether it should be a policy or a guideline. • Not to be limited to SDF, as there are other medicaments available for arresting or preventing the progression of caries. 	Carried	Rick, Gibbons, Essling	Council on Clinical Affairs
7	<p>To approve new faculty of the sedation course:</p> <ul style="list-style-type: none"> • Lenny Naftlan • Brian Steele • Bobby Thikkurissy, Chair, Assistants' Course 	Carried	Almond	AAPD HQ
8	<p>To identify individuals as replacements for faculty of comprehensive review course and begin the vetting process.</p> <p>Discussion points:</p> <ul style="list-style-type: none"> • New faculty will need at least a year to clear their calendars, must attend at least one course, need to be calibrated so they can work as a team. 	Carried	Almond	AAPD HQ

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	<ul style="list-style-type: none"> Board members were requested to forward names to Jade Miller. 			
9	<p>To approve the renaming of the Reference Manual items for the 2017-2018 edition to reflect clinical practice guidelines, which would include the evidence-based guidelines, and best practices/recommendations, which would include the current clinical guidelines or guidelines that have not undergone the EBD process.</p> <p>Discussion points:</p> <ul style="list-style-type: none"> Goal is to have the 2017-2018 manual reflect the new nomenclature. AAPD will spend the 2016-2017 year educating its members about the upcoming change. 	Carried	Stigers, Graham	AAPD HQ
10	<p>To charge the Council on Clinical Affairs and the Council on Scientific Affairs to identify clinical practice guidelines with sufficient evidence to undergo the EBD process and make recommendations to the EBD Committee for consideration.</p> <p>Discussion points:</p> <ul style="list-style-type: none"> While this is already part of the process, communication between councils and the EBD committee could be improved. EBD Committee's duty is to prioritize the work. 	Carried	Rick, Brickhouse, Chi, Gibbons, Moursi, Maguire, Wright, Graham	Council on Clinical Affairs, Council on Scientific Affairs, Evidence-Based Dentistry Committee
11	<p>To obtain forms from the AAP Section on Oral Health on referral from physician to pediatric dentist and charge the Council on Clinical Affairs to review the forms and give recommendations for revision as needed.</p> <p>Discussion points:</p> <ul style="list-style-type: none"> The Section on Oral Health has been charged to create a standard referral 	Carried	Rick, Gibbons, Essling, Graham	Council on Clinical Affairs

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	form for pediatricians, and has requested AAPD input.			
12	<p>That the President and President-Elect attend the AADR/IADR meetings when held in conjunction with ADEA.</p> <p>Discussion points:</p> <ul style="list-style-type: none"> • Recall that AAPD created a Pediatric Oral Health Research Section within the IADR several years ago. • Recall also that AAPD shows support of academicians by supporting activities at the ADEA meeting; the president and president-elect attend the meeting. • Similar support should be shown to the research community. 	Carried	Rutkauskas	ExCom
13	<p>To solicit topics, authors, and articles in response to JADA's request for pediatric dental articles relevant to the general practitioner.</p> <p>Discussion points:</p> <ul style="list-style-type: none"> • JADA has an 85% rejection rate. • Important to identify the articles we have solicited as "our" pediatric dental submission. 	Carried	Rutkauskas	AAPD HQ
14	<p>To move forward on a workforce study, with a budgetary impact of up to \$80,000.</p> <p>Discussion points:</p> <ul style="list-style-type: none"> • Last workforce study was 20 years ago. • Data needed to support our legislative policies and goals. • Must be done by a reputable think tank, not connected with organized dentistry; results must be non-biased. 	Carried	Casamassimo, Wright	POHRPC
15	To endorse the letter put forward by the DSG, requesting a change to standards to reflect a specialist to be responsible for training	Withdrawn		

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	predoctoral students in the specialty discipline, with “and/or clinical experience”.			
16	<p>To approve the proposal from Belmont Publishing.</p> <p>Discussion points:</p> <ul style="list-style-type: none"> • Belmont publishes “Dimensions in Dental Hygiene”. • Proposal is for a publication focusing on pediatric dentistry. • AAPD’s responsibility is to provide a recommendation for an author. 	Carried	Rutkauskas	AAPD HQ
17	<p>To charge the Committee on Interprofessional Relations to develop a policy on joint engagements with international organizations.</p> <p>Discussion points:</p> <ul style="list-style-type: none"> • Instead of replying to requests on a piece-by-piece basis, create a policy so that there is a standard • Of the five major international organizations, 4 meet in the same year. • Policy to list the responsibilities of both the AAPD and the inviting organization. • Policy should cover different levels of involvement, from sponsoring a course to co-sponsoring a meeting. 	Carried	Beauchamp, Maguire, Almond	Committee on Interprofessional Relations, AAPD HQ

Informational Items and Discussion Points

Reorganization of the Council on Membership and Membership Services, Committee on Interprofessional Relations

Informational

- The reorganization includes several other entities that have previously been “outside organizations”, e.g., Academy for Sports Dentistry, Cleft Lip/Palate Association, AAP Section on Oral Health.
- Goal is to bring everyone together to communicate with each other.

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Ad Council Campaign Update

Informational

- 2min2x message has been a success, particularly in the Hispanic community.
- Oral health literacy campaign has begun to “lose steam”; campaign will move to a new topic next cycle.
- One more year for this campaign; AAPD’s third year of commitment, already budgeted.

PR Campaign Update

Informational

- Final year of 3-year campaign, conducted without any dues increase or special assessments.
- Weber Shandwick will do an analysis, give some idea of the results.

Chapter Agreement Update

Informational

- All chapters have signed the agreement, after much discussion.
- The problem of chapter coordination is not isolated to AAPD; many membership organizations are facing the same challenges.

Advanced Leadership Institute Update

Informational

- Project goal is to assist the Academy in developing a new strategic plan.
- Addition of coaches has been an asset to the program.
- Kick-off meeting at Winter Planning Session was a good start-up for the project.

Draft Sedation Guidelines

Informational

- Last item of discussion was to include the word “guideline” in the title.
- Two minor issues in the revision, probably misplacements or incomplete revisions; these will be communicated to AAP.
- ADA is eager to see the draft; will be shared once the General Assembly has approved it.

The meeting was adjourned at 2:45 p.m. on Tuesday, May 24, 2016.

Minutes approved by electronic vote July 5, 2016.