

American Academy of Pediatric Dentistry  
After-Action Minutes  
2008 Winter Board Meeting  
January 17-18, 2008

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

Date: January 17-18, 2008

Place: Lakeshore Ballroom East, Wyndham Chicago Hotel, Chicago, Illinois

Presiding Officer: AAPD President, Keith R. Morley

Members Present: Drs. Beverly A. Largent, William C. Berlocher, John R. Liu, Kevin J. Donly, Philip H. Hunke, Ronald W. Kosinski, Warren A. Brill, Edward H. Moody, Jr., Charles S. Czerepak, Jack W. Morrow, Joel H. Berg, Elliot R. Shulman, Donald V. Huebener, Douglas B. Keck, Paul Nick Rogers, Steven M. Adair, James J. Crall, Heber Simmons, Jr., John S. Rutkauskas

Staff Present: C. Scott Litch, Chief Operating Officer and General Counsel; Margaret A. Bjerklie, Executive Assistant and Officer Manager

Guests: Secretary-Treasurer-Elect Rhea Haugseth; Trustee-Elect, District II, Yasmi Crystal; Trustee-Elect, District III, Thomas Ison; Jeffrey Dean, American Board of Pediatric Dentistry; Martha Ann Keels, Section on Pediatric Dentistry and Oral Health, American Academy of Pediatrics

President Morley called the meeting to order at 8:00 a.m.

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

No.	Motion	Action	Responsible Party*	Result	Relevant Council/Committee
1	To reaffirm the electronic vote to approve the minutes of the October 2007 Board meetings.	Carried	Bjerklie	Completed	N/A
2	To adopt the agenda as amended.	Carried	Bjerklie	Completed	N/A
3	To move forward with negotiations with Ingenta to publish <i>Pediatric Dentistry</i> online.	Carried	Adair, Rutkauskas		
4	To approve the proposal of the Editor-in-Chief that the editors be able to recruit persons to Editorial Boards who are non-members of the Academy with special areas of expertise.	Carried	Hunke, Litch		Policy & Procedure Committee
5	To approve the expenditure of \$1,500 to support the attendance of Dr. Paul Casamassimo at the ADEA Annual Session as a symposium speaker about the AAPD Master Clinician's program.	Carried	Liu, Rutkauskas		Budget and Finance Committee
6	The proposed Bylaws revisions as	Carried	Berlocher,		Constitution

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

American Academy of Pediatric Dentistry  
 After-Action Minutes  
 2008 Winter Board Meeting  
 January 17-18, 2008

No.	Motion	Action	Responsible Party*	Result	Relevant Council/Committee
	presented in the AAPD Constitution and Bylaws Committee's Winter 2008 report be approved by the Board of Trustees and forwarded through the appropriate procedures and timelines to the General Assembly for consideration by the membership. The revisions are to: (1) Include an Affiliate Life Member category; (2) Change the title of Executive Director to Chief Executive Officer; (3) Clarify how the district and state units of members are determined; (4) Permit Affiliate Member announcement of membership status; (5) Change the Editor-in-Chief's length of contract.		Litch		and Bylaws Committee
7	To reaffirm AAPD's ongoing commitment to the Affiliate category of membership in the AAPD.	Carried	N/A		N/A
8	To approve the proposed changes to the <i>AAPD Administrative Policy and Procedure Manual</i> : (1) To create a Pediatric Dental Resident Committee, as approved at the last BOT meeting (Section 8.O.16); (2) To add a definition that a new pediatric dentist is a pediatric dentist who has been out of a residency program less than 10 years, and add reference to immediate past chair of Pediatric Dental Resident Committee as potential consultant to New Dentist Committee (Section 8.O.15); (3) To add clarifications, additions, and a revised time-line to Council on Clinical Affairs procedures, as approved at the last BOT meeting (new Section 9).	Carried	Litch, Bjerklie		AAPD HQ
9	To amend Section 8.A.3 of the <i>AAPD Administrative Policy and Procedure Manual</i> to read "The President-Elect	Carried	Litch, Bjerklie		AAPD HQ

American Academy of Pediatric Dentistry  
 After-Action Minutes  
 2008 Winter Board Meeting  
 January 17-18, 2008

No.	Motion	Action	Responsible Party*	Result	Relevant Council/ Committee
	<p>will <del>finalize-nominate</del> <u>nominate individuals for all council and committee appointments immediately after during the mid-winter session for review and approval by the Board of Trustees, and direct Headquarters staff to forward confirmation correspondence immediately after that meeting at that time.</u> “</p>				
10	<p>To approve the 2008-2009 appointments to AAPD Councils and Committees as presented.</p>	Carried	Largent, Bjerklie		President-Elect, AAPD HQ
11	<p>To remove the words “...and even death” from the protective stabilization section of Clinical Guideline on Behavior Guidance for the Pediatric Dental Patient, as found on page 120 of the 2007-8 issue of the Reference Manual, and to add the following sentences immediately following the aforementioned changed sentence: “Protective stabilization is often used in conjunction with the administration of local anesthetics and/or sedative medications which may compromise the patient’s respiration. In addition, the patient’s medical history must be reviewed to ascertain if there are any medical conditions, e.g., asthma, which may compromise the respiratory function. Therefore, careful monitoring of the patient’s respiration is mandatory during protective stabilization.”</p>	Carried	Chaet, Berg, Rutkauskas		Council on Clinical Affairs
12	<p>To approve a one-day meeting of the Council on Clinical Affairs’ Committee on Sedation and Anesthesia to develop a symposium to be taught at the 2009 program directors’ meeting. In addition to collaborate with the representatives of Council on</p>	Carried	Primosch, Kosinski, Rutkauskas		CCA CSA, AAPD HQ

American Academy of Pediatric Dentistry  
 After-Action Minutes  
 2008 Winter Board Meeting  
 January 17-18, 2008

No.	Motion	Action	Responsible Party*	Result	Relevant Council/Committee
	Continuing Education in curriculum development of a pediatric and adolescent medical emergencies course, with a budgetary implication of up to \$4,250.				
13	To create a new committee under the Council on Pre-Doctoral Education called the "Educational Resource Content Committee". Members will include at least one member of the AAPD Council on Pre-Doctoral Education, one AAPD staff member and others from the predoctoral education community interested and willing to serve.	Carried	Bohaty, Shulman, Dalhouse, Hunke, Litch		Council on Pre-Doctoral Education, Policy & Procedures Committee
14	To waive the registration fee for up to 2 members of the Council on Continuing Education at each Academy CE course.	Defeated			
15	To approve a survey at annual session for continuing education, with an incentive for participation to be a chance to win a free registration at a CE course of their choice.	Defeated			
16	To direct the Council on Continuing Education to develop a core curriculum for a comprehensive course on medical emergencies in the dental office. Report to the Board at the May 2008 meeting.	Carried	Ramos, Morrow, Olson		Council on Continuing Education
17	To approve the change of the Vision Statement to read "The vision of the American Academy of Pediatric Dentistry is optimal health and care for infants, children, <u>and</u> adolescents, <del>and</del> <u>including</u> those with special health care needs. "	Carried	Rutkauskas, Litch		AAPD HQ
18	To support co-sponsorship of the College of Diplomates' Oral Clinical Examination Preparation course, clearly defining the relationship between the two organizations using the customary	Carried	Rutkauskas		AAPD HQ

American Academy of Pediatric Dentistry  
 After-Action Minutes  
 2008 Winter Board Meeting  
 January 17-18, 2008

No.	Motion	Action	Responsible Party*	Result	Relevant Council/Committee
	contracts and procedures of the AAPD.				
19	To create a task force on workforce issues.	Carried	Morley		President
20	To create a task force to study the structure of the AAPD.	Carried	Morley		President
21	To form a Committee on Special Health Care Needs under the Council on Clinical Affairs.	Carried	Chaet, Berg, Rutkauskas, Largent, Hunke, Litch		Council on Clinical Affairs, Policy & Procedure Committee
22	To appoint Drs. Huw Thomas and Adriana Segura-Donly as co-chairs for the ECC Symposium workgroup, other members being Drs. Jessica Lee, Rebecca Slayton, Francisco Ramos-Gomez, Norman Tinanoff, and Joel Berg.	Carried	Morley		President
23	To initiate a Board of Advisors to the AAPD PAC Steering Committee.	Withdrawn			
24	To amend the PAC Steering Committee Bylaws so that PAC District representatives will have term limits of a maximum of 6 years, with appointments reviewed annually. As well, the Board recommends that the PAC Steering Committee activate the Board of Advisors as specified in its Bylaws following the appointment of the 2008-2009 Steering Committee members.	Carried	Litch		PAC Steering Committee
25	To appoint a member to represent the AAPD at the ADA's Evidence-Based Dentistry Conference.	Carried	Morley		President
26	To create an ad hoc committee that will enhance the involvement of the Academy in the ADA Editorial Panel developing the dental diagnostic code set known as SNODENT (Systematized Nomenclature of Dentistry). The	Carried	Morley		President

American Academy of Pediatric Dentistry  
 After-Action Minutes  
 2008 Winter Board Meeting  
 January 17-18, 2008

No.	Motion	Action	Responsible Party*	Result	Relevant Council/Committee
	committee will be chaired by Dr. Paul Reggiardo, with members including the chairs (or their designates) of the councils on Clinical Affairs, Scientific Affairs, and Dental Benefit Programs.				
27	To approve the support of the AAP PEDS21 Conference at the level of \$10,000, half from AAPD budget and half from Foundation.	Carried	Rutkauskas, Vitas		AAPD HQ, HSHC
28	That the current contract with the Children's Dental Health Project (CDHP) be completed but not extended beyond the current term (June 30, 2008), and the Executive Committee will communicate this decision to the CDHP along with the AAPD's desire to collaborate on a project-specific basis.	Carried	Morley, Rutkauskas		ExCom, AAPD HQ
29	To ratify the positions recommended by the CDBP on the Dental Codes in Batch 3 (for CDT 2009/2010).	Carried	Nickman, Brill, Essling		Council on Dental Benefit Programs
30	To approve the 2008 Legislative and Regulatory Priorities recommended by the Council on Government Affairs.	Carried	Curtis, Brill, Litch		Council on Government Affairs
31	To allocate \$2,400 toward printing costs of 1,000 press kit folders.	Carried	Rutkauskas, Hansen		AAPD HQ
32	To approve the retention of Legacy Partners as its new financial auditor, at a budgetary expense of \$13,000.	Carried	Rutkauskas, Liu		AAPD HQ
33	To direct the AAPD Headquarters Office to investigate the cost and implementation of updated back office software (commonly known as "Association Management Software").	Carried	Rutkauskas, Wester		AAPD HQ
34	To approve the 2007-2008 AAPD budget, as amended:  Expenses ADEA Meeting attendance +1,500 1 day Sedation Committee	Carried	Liu, Rutkauskas		AAPD HQ

American Academy of Pediatric Dentistry  
 After-Action Minutes  
 2008 Winter Board Meeting  
 January 17-18, 2008

No.	Motion	Action	Responsible Party*	Result	Relevant Council/ Committee
	meeting				
	+4,250				
	Support AAP PEDS21				
	+5,000				
	Printing costs press kit				
	+2,400				
	Legacy Partners				
	+13,000				
	Total adjustments:				
	+26,150				
	Total expenses:				
	\$8,252,421				
	<u>+26,150</u>				
	8,278,571				
	Total income:				
	\$8,187,072				
	Total income over expense:				
	-\$91,499				

The meeting was adjourned at 10:08 a.m. on Saturday, January 18, 2008.