

**Minutes**  
**Texas Oral Health Coalition**  
**Board of Directors' Meeting**  
Friday, December 3, 2010

Chairman Rex Law, D.D.S. called a meeting of the Board of Directors of the Texas Oral Health Coalition to order at 8:45 A.M. on Friday, December 3, 2010 in the Representatives Lounge of the Texas State Capital. Members and guests introduced themselves.

**Members Present:** Rex Law, Anthony Bolin, Cindy Hines, Beth Stewart, Sharon Dickinson, David Cappelli, Becki Hale, Johanna De Young, Mickey Vaclav, Craig Armstrong and Sally Hopper

**Members Absent:** Gene Stevenson, John Hederman, Nancy Cline, Linda Altenhoff, Dianna Prachyl

**Guests:** Connie Sonnier, Betty Haynes, Sandra Frizzell, Danielle Bennett, Sandy Tesch, Robert Dew, Madge Vasquez, David Mintz, and Parliamentarian Robert Warmann

A quorum was established. The Texas Dental Association (TDA) recorded the meeting.

Dr. Law asked if members would object to moving Agenda Item III to the afternoon session after Item VIII. No one objected.

**Bylaws Committee Report: Dr. Bolin** reported that the Executive Committee had met in Dallas with a parliamentarian in order to determine the exact procedure of determining a quorum since there had been issues in establishing a quorum at past meetings. The current bylaws under which the Coalition operates include Officers (4), seven (7) At-Large Members, Reps from all regional coalitions, Ex-Officios (State Dental Director, past chair, reps from TDA, TAGD, and TDHA), and Work Group Chairs as Board Members. Work groups are not currently in effect so they do not count in the quorum. Two At-Large seats are currently vacant and will count against the quorum. Dr. Bolin called and sent emails to all previous regional coalitions. Those that responded (Houston, Tarrant Co., El Paso, Amarillo) will be counted in the quorum. All others, that no longer exist or chose not to respond, are removed from the quorum. (An example was given by the Parliamentarian that “you can’t force a dead man to vote.”) The Parliamentarian was asked to give a definition of Ex-Officio, which he read from a book of Robert’s Rules. Dr. Vaclav challenged the definition as being incorrect. Dr. Law said that Dr. Vaclav would then need to get his own expert to prove differently and return it to the group to be assessed by a professional parliamentarian. Dr. Armstrong recommended that Ex Officios be counted in the quorum and that the quorum be 50%. In the proposed Bylaw changes it states 40% required for a quorum. Ms. Sonnier suggested the Bylaws state that Ex Officios be appointed by their organizations for a one (1) or two (2) year term to help with continuity. Dr. Vaclav wanted more information in the bylaws about how the board is elected and that 30 days prior notice be given before election of the slate of officers be included in the bylaws. Ms. Hopper moved to approve proposed bylaw changes as printed with the change of 50% required for quorum. Seconded. Motion FAILED. (Two-

thirds Majority required. For: Bolin, Hines, Dickinson, Cappelli, De Young, Hopper. Against: Armstrong, Vaclav, Stewart, Hale) Dr. Vaclav moved to vote on the document paragraph by paragraph. Seconded. Motion APPROVED unanimously.

In 3.2, Dr. Vaclav suggested adding how a person becomes a member and when/if general members are allowed to vote.

3.3.b. add 30 days notice before a meeting be given to the members and include in the bylaws that nominations will be accepted from the floor.

3.3.d.-state that if the Chair replaces a Director, the Board shall ratify the action

3.5-change 40% to 50% required for quorum, state Ex Officios are counted in the quorum and change State Dental Director from Ex Officio to Liaison

4.1-add Ratification by the Board

6.2- remove “personally or by telephone” (lines 2 & 4) as a means of notification. Add General Membership Meeting to be held annually to elect officers.

6.4-add a time limit for when voting must be completed. Ten days suggested. Add that only members who participate in the conference call are allowed to vote on items discussed on the call.

7.3-add “most current edition of Robert’s Rules of Order Newly Revised”

Article 8-change to 2/3 vote of the entire Board in person or electronically within ten calendar days after the meeting.

Dr. Bolin suggested that the Bylaws Committee write up the proposed changes and the document be sent out electronically to the Board for a vote. The group agreed all votes must be received within ten days of the revised edition being sent out from the Bylaws Committee to Board members.

**DSHS Contract with TxOHC: Sandy Tesch** A CDC Cooperative Agreement has been approved, with the TxOHC as sole source, in the amount of \$240,000 over three years. Performance Measures are to be included and Ms. Tesch will be the liaison between DSHS and TxOHC. It is important to note none of the money may be used for lobbying. It is a cost reimbursement grant. Approximately \$20,000-\$30,000 of seed money will be set up after contract signing, approximately December 10. The Coalition needs to contract for a paid coordinator. The TxOHC will set up a job description and supervise the Coordinator. A draft of a work plan needs to be set up in Year One. (Grant fiscal year is September 1 to August 31). The TxOHC will be required to host an Oral Health Summit, which may be planned in this fiscal year and presented in the second fiscal year. Updating the current State Oral Health Plan is the most important deliverable over the three years. During Year 1, four to five Listening Sessions should be hosted across the State. Ms. Tesch is willing to be an information resource for the Oral Health Plan Update and Listening Sessions. She also said that it is very important to keep DSHS included in all planning for the State Oral Health Plan Update. A monthly progress report from TxOHC to DSHS will be required, and a new budget must be submitted annually for use of grant funds. Fund distribution: Year 1-\$115,000, Year 2-\$75,000 and Year 3-\$50,000. The TxOHC money is basically on a “use it or lose it” basis, so it is important to complete necessary benchmarks at the appointed times in order to have the necessary funds available. The budget includes sending two (2) people to the National Oral Health Conference, travel for the Coordinator, TxOHC Chair and 12 other people for quarterly coalition meetings, limited office supplies and materials, communication, and a

Coordinator's salary. The cost for four to five (4-5) Listening Sessions to be hosted, two (2) face-to-face Board meetings, web maintenance and expenses for an Oral Health Summit are also included. The Coordinator position has been modeled after a successful Colorado model. Job requirements will include communication, record and file keeping, special assignments, DSHS reporting, website maintenance, meeting and Summit coordination and other duties as necessary. The Coordinator must be in place as soon as possible after the contract is signed. The grant year for the first fiscal year of this contract started Sept.1, 2010. It is very important to get the Coordinator in place ASAP in order to maximize funding use for this first fiscal year. Board members were asked to contact anyone they thought might be good for this position. If interested, have them contact Ms. Hopper for a job description and to submit a resume by Dec. 10. The Executive Committee will act as the Search Committee. Anyone else interested in serving on the Search Committee was invited to self-nominate. No additional members indicated a desire to serve on the committee.

**School Health Committee Report: Beth Stewart** introduced the report summary that was requested by Dr. Vaclav at the previous meeting. Dr. Vaclav did not find a copy of the summary or report in his email until this morning, and thus had not read it and wanted to delay any action to another time. Dr. Law asked whether TDA has a bill and how they plan to move forward. Dr. Vaclav said both the TDA report and how they plan to move forward once the bill is written would be shared with TxOHC. Dr. Law noted that if the TDA could share its plan and implementation with the TxOHC, the TxOHC would be able to work with TDA to see through a joint plan and implementation on to a bill. The two entities could work on a shared plan and implementation. It was pointed out by Dr. Armstrong that the TDA would merely support the bill, not present the bill and that this is a long process and may not be a one-legislative-session project. Dr. Law said he would very much like to come together as a unified profession to cause such a bill to be presented to the Legislature. Dr. Vaclav believes the First Dental Home approach is best rather than screenings. He stated that he understands funding for exams is a significant problem. Prior to any further discussion, Dr. Cappelli noted that it was only appropriate that Ms. Stewart be given back the floor to allow her to continue her report. Ms. Stewart stated that many factors need to be addressed before any policy is set. This document is a report to help in that determination. This report makes an effort to determine what information already exists, what mistakes have already been made, and a study of best practices from other areas. This information will help Texas avoid the pitfalls. The study noted that a computer program needs to be set up in the beginning to be able to determine success or failure of the program in the future. The example was given that England has done oral screenings for approximately 100 years, but they have no data to prove whether it has helped improve oral health or not. School nurses gave input on implementing screenings at various grade levels to help it better fit into their workload. An educational component is extremely important to break the generational chain of poor oral health. This report suggests continuing oral health instruction biannually in the schools through 9<sup>th</sup> grade due to the changing educational needs and interests of kindergarten children up through teenagers. Healthy People 2010 Objectives were also discussed in relation to merging different components of the report. Dr. Vaclav noted that TDA suggests one full mouth exam one time in a child's school career for the purpose of school requirements.

The Report suggests screenings at three intervals between kindergarten and eighth grade. The report also suggests that a comprehensive list of local dentists should be included with school referrals for kids needing dental care. Dr. Bolin reported there is a possibility of a federal grant for the set up of surveillance systems. An RFP has not yet been issued, but the Coalition should be watchful for this opportunity. Dr. Law suggested screenings should start with an early grade level and then continue with that group of children as they advance and add one more grade each year until all desired grades are included. This method would allow for a measured growth and revisions in the system as needed for maximum benefit. Dr. Vaclav was asked if he could address TDA's position of "exams" vs. "screenings" which are recommended in ADA policy. Dr. Vaclav stated the ADA often goes with the lowest mark and that TDA has tried to take this to a higher level of care.

Highlights and changes to the Suggested Action Plan for the Report: new methods of electronic communication with larger publics need to be explored to maximize communication and education. The suggestion to advocate for "CHIP Wrap" was removed, as was advocacy for mid-level providers.

**Nominating Committee Report: Dr. Robert Dew,** Chair of the Committee, presented the Slate of Officers: Chairman-Rex Law, Vice Chair-Cindy Hines, Treasurer-Anthony Bolin, Secretary-Sally Hopper, At-Large Members- Beth Stewart, Sharon Dickinson, David Cappelli, John Hederman and Gene Stevenson. The Chair opened the floor for additional nominations. Dr. Vaclav moved to close nominations and elect the slate by acclimation. Seconded. Unanimous APPROVAL.

**Future Meeting Dates:** The next meeting of the Board was agreed to be Friday, Feb. 18, 2011 with the possibility of the following meeting coming in the May/June time frame. Location will be announced at a later date. The probable date for a Summit will be Friday, Dec. 2, 2011 with the possibility of Board of Directors Meeting the day before.

**New Business:** Dr. Vaclav moved to send the Coalition Coordinator and TxOHC Chair to the National Oral Health Conference in 2011. Seconded. APPROVED Unanimously. Dr. Dew moved that the Vice Chair attend the conference in the event one of the TxOHC delegates cannot attend. Seconded. APPROVED Unanimously.

Ms. Hines asked that if members have items for the February Agenda, please send them to Dr. Law as soon as possible. Ms. Stewart suggested the locations and agendas for the State Listening Sessions be discussed at the next meeting.

Minutes of the June 8, 2010 and October 8, 2010 Board of Directors Conference Call Meetings were APPROVED by acclimation.

Adjourned: 2:20 PM.

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Dr. Rex Law, Chair

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Sally Hopper, Secretary

