

Minnesota Oral Health Coalition Webex Meeting

Wednesday, October 5, 2011

12:00-1:00

Conference Call Notes

- 1. Call to order
- 2. Board Members present:

Jeff Bartleson, Amos Deinard, Carl Ebert, Deb Jacobi, Patrick Jacobwith, Jenny Patrin, Merry Jo Thoele, Sarah Wovcha

3. Is there a Quorum? (Defined as a majority of the board members being present on the call. Three out of five is a quorum.) Eight people were on the phone call and 4 people on the webex

- 4. Review/Adopt minutes from past meeting
- 5. Old Business
- 6. New Business

Opening Comments from the Interim Executive Board:

Approximately 45 days ago, the independent Minnesota Oral Health Coalition was legally formed. As part of that formation there are five interim executive board positions that have been filled. One key role of the interim executive board is to help move this coalition through the early organizational formation steps.

A key next step is to fill the remaining ten openings on the board. Below you will find a summary of our interim nominations and election process. We encourage all interested members to participate fully in our early development.

In the future our nominations and election process will be led by a nominations committee who will actively recruit throughout each calendar year

Our interim process steps:

(Target date of October 5)	The nominations process opens. Nomination forms are available to MOHC members at <insert link>. The nomination process will be open for 30 days.
November 4, 2011	The nomination process closes
November 5 – November 25, 2011	The interim board will sort the nominees by categories (as outlined below) and will place calls or meet with each nominee to determine their interest, availability, relevant experience and skill set. Interview questions are outlined below.

November 28 – 30, 2011	The on-line election will be open for a period of approximately 3 days. The time should not be approximate. Make it 3 days.
December 2, 2011	At the next scheduled Oral Health Coalition meeting, the new board members will be introduced.
December xx, 2011	The first full meeting of the Minnesota Oral health Coalition Board.

Guidelines for nominations:

To be nominated for the MOHC board:

1. You must be nominated by a MOHC member.
2. You must be a member of the MOHC.
3. You must accept the nomination

To become a member of the MOHC, you may access this website

<http://www.health.state.mn.us/oralhealth/partnerships.html> . On the upper right hand corner, you will see a link entitled "Become a Member of the Minnesota Oral Health Coalition". By clicking on this link, you will be brought directly to the application form.

Categories of board members (16 member board):

Interim Executive committee that will serve until September of 2012:

1. President [Patrick Jacobwith]
2. Vice president [Amos Deinard]
3. Secretary/Treasurer [Deb Jacobi]
4. Policy committee Chair [Carl Ebert]
5. Membership [Rebecca Fahning]
6. Nominations [Sarah Wovcha]
7. MDH Dental director ~~or designee~~ ex-officio [Merry Jo Thoele or designee]

Elections from the Coalition Membership for confirmation at the December 2011 meeting:

8. Board member #1 [Community or Faith-based Representative] term expires 2012
9. Board Member #2 [Education Birth-12 Representative] term expires 2012
10. Board Member #3 [Patient] term expires 2012
11. Board Member #4 [Third party/Health Plans] term expires 2013
12. Board Member #5 [Higher Education] term expires 2013
13. Board Member #6 [Dental Provider] term expires 2013
14. Board Member #7 [Medical Provider] 2014
15. Board member #8 [Advocacy Org Rep] 2014
16. Board member #9 [At-Large Member from coalition membership at large, may fall into any category (or none) and represents the total membership] 2014

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Nominee Interview Guide:

Request time for in person meeting or phone call

1. You have been nominated to serve on the MOHC board. Are you willing to serve?
2. Describe your prior coalition and committee experiences (take note of or prompt for examples of collaboration beyond specific job role/organization's direct work).
3. What skills and strengths would you bring to the board? (take note of or prompt for our needed skills).
4. Are you able and will your employer support the time commitment (we need to define it) required to fully participate in the MOHC board?

Thank them and review nomination and election process.

Nomination and Election Process:

Elections will be held for the expiring terms of the 1 year members in September of 2012 and then on a rotating basis.

The newly formed Minnesota Oral Health Coalition (MOHC) is seeking board member nominations to fill ~~9~~ open board member positions. The primary purpose of MOHC is to plan, develop, actively promote and monitor implementation of the Minnesota Oral Health Plan. A call for nominations was issued at the Friday, September 16, ~~2011~~ coalition meeting. The nomination form and information was posted at (insert web link) on October ~~xx 5th~~ and will remain active ~~for thirty days or~~ until November ~~xx4th~~. As described below, the MOHC Interim Board with the assistance of Minnesota Department of Health will create a slate of candidates from the nominees. An electronic election for ~~the additional 8~~ board members will be conducted electronically November 28-30th. Election results will be published, and the first board meeting is slated for December.

~~There is nothing here that addresses whether all nominated will be on the ballot, whether the top vote-getter is the winner, how a tie between the top two nominees in any group will be addressed, what if no one is nominated for a particular slot—what then?, whether the nominees will circulate a personal statement before the voting begins, so the voters will be well informed about the nominees before voting.~~

MOHC strives to be inclusive in all its activities, including the selection of leadership. MOHC seeks members and leaders who represent the diversity of the oral health stakeholder community. Following best practices from the Centers for Disease Control and Prevention (CDC) ~~and~~ successful coalition resources, ~~MOHC-the Coalition~~ seeks to engage members and leaders from ~~birth~~-12 education, finance, grant writing, non-profit management, the oral health needs of immigrant and refugee communities, community/faith based organizations, geriatric dentistry, pediatric dentistry, public/advocacy

Comment [DJ1]: A call for nominations was issued on 9/16 but without the process available, it may be best to mention a 30 day clock starting then.

organizations and anyone who supports the vision of optimal oral health for all Minnesotans. At this formative stage, board candidates whose background include but are not limited to prior coalition/committee experience, grant writing, web design, (+what else?+) are highly desirable.

The above list of board positions does not square with the list on the preceding page. Is it meant to be a parallel? In view of the fact that more kids are seen state-wide by general dentists than by pediatric dentists, I'd suggest adding "general dentist" to the above list.

The MOHC is recruiting board members from categories and professional backgrounds that are recommended by CDC and other state oral health coalitions. However please keep in mind, the MOHC membership indicated the coalition would be most effectively led when guided by board members who adhere to the MOHC purposes rather than professional roles.