

## **Minnesota Oral Health Coalition Transitional Task Force Meeting 5/27/2011**

Thank you to all participants for their time and efforts, this was a very productive meeting!

### **Attendees:**

|                   |   |
|-------------------|---|
| Merry Jo Thoele   | Minnesota Department of Health                |
| Amos Deinard      | University of Minnesota                       |
| David Born        | University of Minnesota                       |
| Carl Ebert        | Community Dental Care                         |
| Erica Gosso       | MDH/Dental Hygienist Stillwater Family Dental |
| Marium Punjwani   | Minnesota Department of Health                |
| Jenny Patrin      | Minnesota Department of Health                |
| Patrick Jacobwith | Southern Heights Dental                       |

### **Attendees on Phone:**

|                |                                  |
|----------------|----------------------------------|
| Sharon Oswald  | LPaC Alliance, Halleland-Habicht |
| Deborah Jacobi | Apple Tree Dental                |

### **Opening Conversation:**

Merry Jo discussed the Grade Card from PEW foundation, Minnesota received moved up from a “C” to an “A”. She states that this grade could easily slip away and that there is much work to be done in the state still. Funding for the Oral Health Unit at the Minnesota Department of Health expires at the summer of 2013. The department will reapply but no guarantees. Amos questions what the benchmark is concerning the column stating “Share of Dentist’s median retail fees reimbursed by Medicaid. He wonders if this means that some states are getting 60%. And if 60% is average than some states must be getting above 60%. We will follow up with full report and discover the benchmark and get back to him.

Carl Ebert made a few statements about the report; the report will be difficult to defend. Having a new primary care dental provider such as the dental therapist is good but let’s not get too excited yet, none of these providers have even graduated yet and the numbers of them will be small in the beginning. This report may provide false comfort, we would like to see gains but it is hard to win the entire fight. He states that PEW is a foundation that advocates for children’s dental services, yet losing adult benefits in this state would be disastrous. Children’s access to dental services are affected by their parent’s access to dental services.

The group as a whole agreed that this is a good start but there is much work still to be done in the state to meet dental disparities.

### **Introduction & Bylaws**

Patrick Jacobwith introduces himself, he is an attorney with 25+ years of healthcare experience. He is new to dental field. He became practice administrator at Southern Heights Dental in August 2010. This is a 32 operator clinic in Fairbairn Minnesota. He feels the coalition is a great opportunity to affect change. Prevention is key in dentistry.

He has looked over the different proposed bylaws and come back with the following recommendations:

### **Bylaws**

- If the MOHC is ever going to try to receive nonprofit status with the IRS, the purpose statement in the bylaws must be functional and legal rather than inspirational. (samples given from IRS sample documents)
- Do not discuss principles in bylaws, have a separate statement of principles.
- Bylaws should be basic legal guidelines; too much specificity may limit you and is hard to amend bylaws.
- Disassociate goals from Minnesota Department of Health since the coalition must be its own separate entity.
- The coalition may have parallel purposes or goals but don't want to tie anything to the MDH as this may limit actions of the coalition and perhaps funding sources as well.
- The MDH is limited in actions it can take and we don't want them tied together so the coalition can accomplish these things on their own.
- If the MOHC wishes to have nonprofit status, then you must submit application within 15 months of creation of organizing documents. You can apply for the status and then investigate which option you want to choose to best fit the coalition. i.e. 501©(3), or 501© (4), election h etc.
- Sample articles of incorporation and bylaws were brought for review of process. These are available on the website at [www.irs.com](http://www.irs.com).
- In terms of use and actions the coalition looks more like an association than a corporation or foundation. This may be the choice for applying for status.
- All parties present agreed that in order to raise any kind of funding or grants it would be in the best interest of MOHC to be nonprofit.
- As long as we have the right organizing documents we have time to decide what we want to be in terms of principles etc.
- Nonprofit status requires that there be some sort of governing body with President, Vice President, Secretary, and treasurer etc.
- Must establish membership
- Patrick agrees to write the bylaws with these recommendations and send to Merry Jo for her review.

### **Governance structure:**

- The group came to consensus of having a board of directors that included the governing body of President etc. The entire board would consist of 15 members.
- The Transitional Task Force would appoint 5 of the members being President, Vice President, Secretary/treasurer, and 2 standing committee chairs for a initial 1 year term to get the coalition started.
- The other 10 board seats would be filled by election from the assembly
- Membership applications will be distributed at the June 17 coalition meeting and electronically

- Once a person has become a member they may volunteer or nominate persons for the remaining 10 board seats.
- The usual term for these officers and board members will be staggered and be between 2-3 years.
- There will be 3 standing committees to start with will be Policy and procedures, Programs, Nominations/membership.
- The transitional task force will choose 1 person for Treasurer and Secretary since funds are small and the jobs can be merged.
- The task force will interview and appoint President, Vice President, and the chairperson for the standing committees of Nominations/membership and Policy/Procedures.
- The assembly of MOHC members will elect the chairperson for activities and remaining board seats
- After initial board is created the MOHC assembly will elect all officers and board members
- The member's right to vote will be limited to elections.
- There will be clear understanding of how to communicate ideas and opinions to the board members for their voting motions.
- Conference calls and interviews will be set up.

### **Moving forward**

- At the June coalition meeting membership application will be distributed
- Nomination and elections process will be developed and communicated to the assembly of members
- At June 17 meeting the MDH will hand off meeting and operations to the new officers and board members. After that point MDH will only help in facilitation and communications
- MDH will have a non -voting (ex officio) seat at the table concerning MOHC
- By September MOHC meeting the entire board will have been elected, and will be announced and introductions to Assembly.
- Future meetings may have guest speakers and offer cont. ed credits.
- The charge of the first year of board members will be to create the Document of principles and the operations manual, also to give the identity to the coalition.
- The coalition needs this type of movement to get things going, action based.