

# Hawaii Dental Association

1345 S. Beretania Street, Honolulu, HI 96814

## Meeting of the Board of Trustees

Oahu Country Club, Thursday, February 25, 2016

### Minutes

Members present: Drs. Steve Wilhite, Lynn Fujimoto, Ed Cassella, Patsy Fujimoto, Chris Lee, Shelly Kawamoto, Jaclyn Lum, Alan Fujimoto, Dayton Lum, Wayne Leong.

Members excused: Drs. Michael Lutwin, Robert Baysa, Scott Kanamori, Sean Holliday, Gerald Kim, Curtis Tom.

HDA staff present: Loren David Liebling, Executive Director; Irish Edsman, Director of Operations; Antonia Perez, Office Manager

Guests present: Drs. Glenn Okihiro, Lili Horton, Curt Shimizu, Mr. Russel Yamashita, Ms. Melissa Pavlicek.

#### 1. Call to Order by Dr. Steve Wilhite, President

- A. Establish Quorum and call to order at 9:04 AM.
- B. Introduction of guests - Drs. Glenn Okihiro, Lili Horton, Curt Shimizu, Mr. Russel Yamashita, Ms. Melissa Pavlicek.
- C. Conflict of Interest and Anti-trust policies reviewed and sign in sheet made available.
- D. Board orientation 2016 presented by Mr. Liebling.
- E. HDA reference documents reviewed by Mr. Liebling.
- F. Minutes of October 8, 2015 board meeting. **MOTION: To accept the minutes. Seconded. Carried.**

#### 2. Priority Items

- A. Legislative report: Dr. Okihiro and Mr. Yamashita reported on the 2016 Legislature to date. The two bills we introduced were not heard and are dead. Review of other bills of interest to dentistry. Discussed the importance of the Hawaii Dental Association political action committee (HDPAC).
- B. HDA Financials: Dr. D. Lum – 2015 financials presented to review the year and close the books for the year. **MOTION: To postpone approval of 2015 financials to May board meeting. Seconded. Carried.** 2016 to date financials presented and discussed. **MOTION: To approve the 2016 financials to date. Seconded. Carried.**

#### 3. Reports

- A. President: Dr. Wilhite stated that this has been an interesting time since becoming president. Commented on the success of the legislative breakfast,

52 meetings with the Department of Health, the finalization of the ADA  
53 convention coming to Hawaii in 2018, noted that teledentistry is coming onto  
54 the radar screen in Hawaii and that the CDHC program is in development on  
55 Maui. He looks forward to a good year including getting the HDA office  
56 linked to the ADA member database and ADA website service and looking  
57 forward to welcoming the President, President Elect and ED of 13 western  
58 states to the Western States Presidents Conference we are hosting this summer  
59 at the Sheraton Moana Hotel in Waikiki.

- 60 B. President-Elect: Dr. Lee reported he attended the President Elect conference  
61 at ADA headquarters in Chicago in January. Important issues discussed were  
62 membership and Hawaii was recognized as very high in the ranking of states  
63 with our high membership recruitment and retention numbers with 1000  
64 members currently. A lot of interest in the SPA program and all the states on  
65 the program are very satisfied with it. We have been on the SPA program for  
66 14 months.
- 67 C. Executive Director: Mr. Liebling reports on a request from a member to ask  
68 the Board of Dental Examiners to increase the CE credit for teaching a course  
69 from a maximum of 2 per biennium to a maximum of 8 per biennium. Will be  
70 setting up a new member benefit called HDA Marketplace where members  
71 and others can advertise in a classified format with no restrictions for a fee.  
72 We will continue the free members' only classified ads. We will be joining the  
73 ADA database to control our membership data and updating our website to  
74 join the ADA template website for Constituents. Both of these projects will be  
75 completed within six months.
- 76 D. Component Society Presidents: No reports.
- 77 E. HDA Funds: No report.
- 78 F. HDPAC: No report.
- 79 G. Action for Dental Health Committee: No report.
- 80 H. ADA SPA task force: Ms. Pavlicek - reported on GKAS event on Oahu. It  
81 was very successful, got good media coverage and had increased patient  
82 participation over last year. Kauai and Maui are planning to do a GKAS  
83 program this year as well and she will coordinate with them. She explained  
84 the SPA program to new board members. *[Note: The SPA program grant has  
85 been slightly increased and has been extended through the first half of 2016.]*  
86 An HDA communications plan has been implemented and was already used  
87 this year and worked very well.
- 88 I. Senior Delegate of the ADA delegation: Dr. Cassella reports that we are  
89 starting to see resolutions but it is still early. No other report.
- 90 J. Board of Dental Examiners: No report.

#### 91 4. Areas of responsibility reports

- 92 A. Administration: Dr. Wilhite - No report.
- 93 B. Education: Dr. L. Fujimoto  
94 - Dental Education program – Dr. J. Lum – The 2016 *Hawaii Dental*  
95 *Association Convention* was a very good meeting. Good turnout, good  
96 feedback and good profit. The 2017 convention is booked and scheduled and  
97 the 2018 convention is in the process of booking speakers and is scheduled.  
98 The ADA annual session is coming to Hawaii in October 2018 so our  
99 convention in 2019 will be cancelled due to the ADA rule of not having any  
100 conventions within 6 months of their convention. They will reimburse us for

our loss of revenue. We will plan a 2019 CE program later in late April 2019 to meet our member's interest in having local CE. The women's breakfast at the HDAC has been successful two years in a row and now must get approval by the board to continue to provide the event at the HDAC. **MOTION: To authorize the HDA women's breakfast to become a permanent part of the HDA Convention. Seconded. Carried.** Discussion on the finances of the HDAC. Current policy is that the convention is a member benefit and is not required to make a profit. **MOTION: To have the financial program review the finances of the HDAC and make a recommendation to the board regarding a financial policy on profitability of the meeting. Seconded. Carried.**

- C. **Fiscal Management:** Dr. Horton - Written report. **MOTION: To open a bank account at a local bank in the amount of \$250,000. Seconded. Carried.** Without objection, a confidential summary of recently discovered findings in the financials will be sent to the board next week.
- D. **Government Relations:** Dr. Lee
  - **Legislative Program:** No further report.
  - **Board of Dental Examiners:** The new ethics law passed and requires 3 hours of ethics training per year and can be done online. We have directed our members to a free resource at the American College of Dentists to complete this requirement each year.
- E. **Membership:** Dr. Leong
  - **Young Dentists Group:** No report.
  - **GKAS:** No further report.

## 5. Old Business

- A. **Community Dental Health Coordinator (CDHC):** Dr. L. Fujimoto – Maui College is proceeding to develop the first CDHC program in Hawaii with ADA technical assistance. May start as soon as Fall, 2016.
- B. **HCDS administrative fee:** Dr. Horton - The financial program has reviewed various methods for determining the administrative fee for HCDS. **MOTION: To adjust HCDS fee annually based on previous year's Hawaii-CPI effective January 2017 with a board review of this method in 3 years. Seconded. Carried.**

## 6. New Business

- A. **Establish a 501c3 HDA Foundation:** This would be a free standing charitable foundation with the funds from the HDA Charitable Fund currently housed in the Hawaii Community Foundation being transferred into the HDA Foundation after it is established. **MOTION: To set up a 501c3 non-profit corporation called the HDA Foundation. Seconded. Carried.** The cost to set up the foundation will be approximately \$2500 and will take 6-8 months. Once established the HDA Foundation can make a grant to the HDA to refund the costs of setting up the foundation. **MOTION: To cover the expense of establishing the Foundation from deficit spending. Seconded. Carried.**
- B. **ADA Foundation:** Dr. P. Fujimoto – Written report. States that she is newly appointed to the ADAF board and reminds us that all monies given to ADAF is used for program purposes only. ADA funds all operating expense.
- C. **Letters to congressional delegation to support ADA Medicare issue:** Written report. **MOTION: To approve sending letters to the congressional**

- 152 delegation and reporting that we sent the letters to the ADA. Seconded.  
153 Carried.  
154 D. Teledentistry - NR  
155 E. Chair, Local Arrangements Committee, ADA 2018: Mr. Liebling – The ADA  
156 is requesting that we nominate someone for this position. MOTION: To  
157 nominate Dr. Calbert Lum to be chair of the local arrangements  
158 committee of ADA 2018. Seconded. Carried.  
159 F. Survey the membership 2016: Mr. Liebling – We want to give the members a  
160 voice by surveying them after each board meeting with a one or two question  
161 survey. MOTION: To survey these two questions - Are you in favor of  
162 HDA creating a membership category for dental assistants? Are you in  
163 favor of HDA creating a membership category for dental hygienists?  
164 Seconded. Carried.  
165 G. Add HDA Awards to Nominating Committee duties: Dr. P. Fujimoto –  
166 Written report. MOTION: To rename the Nominating committee the  
167 Nominating/Awards committee and to restructure the committee as  
168 outlined in the report. Seconded. Carried.  
169 H. New members of EDCCC: Dr. Shimizu – Three new members needed for this  
170 committee of the board. One member from the board, one at large and the  
171 immediate past president. Dr. Horton has agreed to sit on the committee as the  
172 immediate past president but does not wish to chair. MOTION: To allow  
173 Dr. Curt Shimizu to chair committee for 2016-17 and place Dr. Chris Lee  
174 as the member from the board and Dr. Derek Ichimura as the at large  
175 member. Seconded. Carried.  
176 I. Nominating Committee volunteer – New members must be appointed.  
177 MOTION: To appoint from the Young Dentist Group Dr. Jaclyn Palola,  
178 and from the board Dr. Shelly Kawamoto. Seconded. Carried.  
179 J. Support for Hawaii Tobacco Quitline - Dr. L. Fujimoto – Written report.  
180 MOTION: To support the request from the Hawaii Tobacco Quitline at  
181 no cost to the HDA. Seconded. Carried  
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183 **7. Announcements and Adjournment**  
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- 185 A. Announcements: none  
186 B. Next Executive Council meeting: March 15, 2016.  
187 C. Next Board of Trustees: May 12, 2016, Oahu Country Club  
188 D. Next House of Delegates: Saturday, November 19, 2016  
189 E. Adjourn 12:05 PM.  
190

191 Respectfully submitted,  
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193 Wayne Leong, DDS, Secretary