



Hawaii Dental Association

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Meeting of the Hawaii Dental Association Board of Trustees

Thursday, July 9, 2020

Via Zoom

Minutes

Members present: Drs. Ed Cassella, Zach Dodson, Patsy Fujimoto, Carla Fukumoto, Paul Guevara, Craig Haruki, Sean Holliday, Scott Kanamori, Tony Kim, Wayne Leong, Dayton Lum, Jackie Lum, Jackie Palola, Curt Shimizu, Anthony Sur, and Russell Tabata.

Member absent: Dr. Wes Sato

Member guests: Dr. Lynn Fujimoto

HDA staff: Ms. Kim Nguyen, Executive Director

Guests: Ms. Melissa Pavlicek (Hawaii Public Policy Advocates)

1. **Call to Order, Welcomes, and Introductions** – President Wayne Leong called the meeting to order at 8:05AM.
2. **Risk Management Policies** (Antitrust Statement, Confidentiality Statement, Conflicts of Interest, and Whistleblower) – Executive Director Kim Nguyen reminded all board members to remember these policies while serving.
3. **Review and Approval of Agenda – Approved.**
4. **Guest Presentation** – Ms. Melissa Pavlicek updated all on the State Legislature activities. The Legislature will conclude Friday, July 10th. Our dental bills will not be discussed but we are supporting a ban on the flavored tobacco bills. Rep. Mizuno recommends that we continue to work in the off-session toward our goals. She also shared that the HDA Foundation donated 2,500 oral health kits to the Aloha Free Clinic. The ADA SPA program has allowed HDA to work with ADA during the COVID-19 crisis. HPPA will work on preparing for the 2021 legislative session.
5. **Priority Items**
 - A. COVID19 Updates – All
 1. Media/Communications – HPPA will continue to highlight the good work of organized dentistry. Ms. Pavlicek reiterated HDA’s media and communications

strategy. HDA will look at pushing out communications from the President, and to the public about the safety of returning to dental offices. Let's focus on positive community contributions but be prepared for reactive stories.

ADA just pushed out the Patient Return Resources for practices to use for patients. And HDA should be ready for changing government regulations should cases increase and government rolls back the reopening (other states are preparing due to increasing cases).

Media training – should we open that up to any and all members? There was agreement to have a set number of people officially speaking for HDA. But the HDA can provide suggested written tips.

2. Indoor Events/Gatherings – There was discussion about the HDA position on these orders as they relate to HDA in-person meetings and program events, with the goal of attendees' safety and health as top priority. There was an agreement to continue meeting virtually because we are a healthcare profession and should consider the risk rather than conforming to a law. Neighbor Island delegates will most likely not want to travel in the near future for any HDA meetings.

3. PPE/HIEMA/FEMA – Ms. Nguyen updated members on the PPE projects with the Hawaii Healthcare Emergency Management Coalition (HHEMC) and the HIEMA office. HDA is trying to wrap up round 1 (reusable face shields and surgical masks), in preparation for round 2 (KN95s). Ms. Nguyen also shared her conversation with Mr. Edward Heidig, Regional Director of HHS Region 9. She stressed the importance of the PPE survey that was taken among dentists and how it can help government agencies identify need.

4. Employment/HR – HDA just received a set of employment FAQs from Mr. Chris Yeh, employment legal counsel. These will be shared with members, and questions/FAQs will be added as they arise. The HDA will add a disclaimer that members/dentists contacting Mr. Yeh will bear those additional counsel costs. Ms. Nguyen inquired if this document should be offered only to members (log in required). The Board decided to offer this as a member benefit and will post behind the firewall (require log in). Ms. Nguyen will check with Mr. Yeh about verbiage to clarify who is responsible for costs.

B. Executive Director Review Committee – Dr. Leong entered Executive Session at 9:13AM. Exited Executive Session at 9:17AM.

C. Nominating Committee – Dr. Leong updated members on the roster for Chair Dr. Robert Baysa:

Slate of officers nominated for 2020-2021:

President - Dr. Patsy Fujimoto (automatic succession)

President-Elect - Dr. Scott Kanamori

Vice President - Dr. Anthony Kim

Treasurer - Dr. Sean Holliday

Secretary - Dr. Carla Fukumoto

Trustees - Need to replace Drs. Russell Tabata and Anthony Kim (Honolulu). Dr. Derek Ichimura has agreed to step in to fill Dr. Jackie Lum's.

ADA Delegates: Dr. Curt Shimizu's term is over in Nov 2020 but he will be nominated again for an additional three years. Drs. Edmund Cassella and Neil Nunokawa each have one more year to their terms. Alternate Delegates (1 year) are Drs. Chris Lee, Dayton Lum, and Patsy Fujimoto.

D. Financial Program – Treasurer Dr. Sean Holliday highlighted that the HDA is in a good financial state due to no travel expenses, and investments in CDs. The Financial Program is still awaiting financial reports from some programs needed for planning. There is not an updated reserve policy but the Financial Program recommends that HDA does not raise dues in 2021, and that the maintenance costs for the building be included in the building operating budget.

There was a suggestion to move \$84,000 from reserves to building reserve fund to bring the reserves up to \$100,000. Not reflected in report was that the building reserve of \$16,000 was already spent on AC repairs.

The Financial Program does not recommend proceeding with the Building Program's recommendations to assess building fees on members.

There were inquiries as to whether the HDA has done a building reserve study, and if there should be a number/value inputted into the building reserve policy language in the policy manual?

MOTION: To allocate \$100,000 into the Building Reserve Fund. SECONDED. APPROVED.

The Financial Program report was accepted.

Dr. Lynn Fujimoto of Honolulu County Dental Society reported that they are spending more than \$90,000 (\$60,000 management fee to HDA plus CAP) and will likely ask to renegotiate the CAP agreement amount with HDA.

E. Endorsement Program – Chair Dr. Scott Kanamori shared that Best Card presented to the Endorsement Program to seek HDA's official endorsement. HDA currently uses Best Card for credit card processing. Best Card is the newest endorsement product by the ADA. The Program recommends that HDA proceed with this endorsement.

MOTION: To approve the endorsement of Best Card, on the recommendation of the Endorsement Program. SECONDED. APPROVED.

Dr. Kanamori also shared the "Resource Sharing" service recently launched, which allows members in good standing and businesses in the community, to present their products/services to the attention of members. It is not an endorsement of any kind by the HDA, but merely a sharing of resources. Interested members would contact the member dentist directly. The Resource Sharing Screening Form was shared; the HDA will use it to review/vet these requests that the office is receiving daily.

The Endorsement Program report was accepted.

F. Virtual Meeting Policy – President-Elect Dr. Patsy Fujimoto presented the need and write up of this policy, now that the HDA is heavily utilizing Zoom (or an alternative virtual meeting platform).

MOTION: To approve the virtual meeting policy as written. SECONDED.
APPROVED.

6. **Review and Approval of May 7, 2020 Board Minutes** – Approved.
7. **Highlights and Challenges of Strategic Goal #1: Membership** – No updates. See written reports.
8. **Highlights and Challenges of Strategic Goal #2: Community** – See written reports.
 - A. The Community and Public Health Program will be meeting twice – Tues July 14th and July 21st. The first meeting will allow the CPHP members to regroup (after being on hiatus) and the second meeting is to hear from the HICOVID Coalition.
9. **Highlights and Challenges of Strategic Goal #3: Advocacy**
 - A. DLOSCE – Dr. Patsy Fujimoto put forth a request to the Board for its consideration of the DLOSCE, to be shared with the legislative program and in preparation for the upcoming legislative session. Responses favored DLOSCE in principle but discussion is needed in terms of policy. The Legislative Program will discuss in preparation for the 2021 legislative session.
 - B. Dental Benefits Providers Task Force – Chair Dr. Dayton Lum reported that the Task Force just reviewed the 125 responses. The Task Force will ask for an extension of the time limit of support to dental practices from third party payors and also suggest the use of the D1999 code for PPE. In addition, the Task Force will request that the D1999 be an alternative benefit procedure, to assist the high risk communities.
10. **Organizational Updates** – See written reports.
11. **Brainstorming** – None.
12. **Announcements** – Next meetings:
 - The HDA Reference Task Force, Tuesday night, Oct 6th, 6:30PM
 - The Board of Trustees, Tuesday night, Sept 24th, 8AM
13. **Adjournment** – there being no further business, President Leong adjourned the meeting at 10:32AM.

Respectfully Submitted,

Dr. Carla Fukumoto
Secretary