



Hawaii Dental Association

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Meeting of the Hawaii Dental Association Board of Trustees

Thursday, September 30, 2021

8:30AM – 1PM via Zoom

Minutes

Members Present: Drs. Ed Cassella, Zach Dodson, Patsy Fujimoto, Carla Fukumoto, Craig Haruki, Sean Holliday, Derek Ichimura, Scott Kanamori, Tony Kim, Wayne Leong, Jeff Miyazawa, Jaclyn Palola, Amy Ogawa, Wesley Sato, Curt Shimizu, Tony Sur, and Darrell Teruya

Guests Present: Dr. Kanoe Baird, Kauai County Dental Society President  
Dr. Norman Chun, Legislative Program Chair  
Dr. Mendel Sato, Community and Public Health Program Chair  
Ms. Melissa Pavlicek, Hawaii Public Policy Advocates  
Ms. Sherri Tomishima, Tomishima & Fukuhara, Inc.  
Mr. Carl Williams and Mr. Matt Kiyota, CW & Associates

Staff Present: Ms. Kim Nguyen, Executive Director

1. Call to Order, Welcome, Introductions – Dr. Patsy Fujimoto called the meeting to order at 8:30AM and welcomed everyone.
2. Risk Management Policies (Antitrust Statement, Confidentiality Statement, Conflicts of Interest, and Whistleblower) – Ms. Kim Nguyen reminded all attendees of the importance of adhering to HDA’s four policies.
3. Review of July 8, 2021 Minutes – Dr. Fujimoto asked for changes or corrections to the minutes. Seeing none, the minutes were approved.
4. Priority Items
  - A. i. 2020 Audit Presentation – Mr. Carl Williams from CW Associates reported that CW Associates has completed the audit for HDA’s 2020 finances, that there were no concerns identified, that the bookkeeping is clean, and that HDA’s finances are strong. He recommended considering investments because of the financial strength. He recommended reviewing the numbers for the building because the return on investment (ROI) is negative.

46  
47 **Motion:** To accept the auditor’s report for HDA’s 2020 audit. Seconded.  
48 Passed. A signed management letter will be forwarded to the auditors.  
49

50 ii. Financial Statements ending July 2021 – Dr. Sean Holliday reviewed these  
51 with no concerns. Dr. Holliday reminded all that 2020 numbers were good  
52 because we held our traditional convention and there were no travel expenses.  
53 2021 will see higher expenses than 2020 because some travel has resumed for  
54 conferences, and we had no convention revenue. He mentioned that the reserve  
55 policies have been updated, but the building has become more of a liability.  
56

57 **Motion:** To accept the financial statements ending July 2021. Seconded.  
58 Passed.  
59

60 iii. Draft 2022 Budget – Dr. Holliday presented a negative deficit budget, due to  
61 having no tenants and no traditional convention revenue, and an increase in  
62 certain expenses (such as travel) as business resumes to normal. There are also  
63 program expenses that support our mission. HDA continues to absorb the costs of  
64 the building despite a healthy cash position and suggests that the Board discuss  
65 the long-term goal of the building.  
66

67 **Motion:** To accept the draft HDA 2022 budget that will be presented to the HDA  
68 HOD. Seconded. Passed.  
69

70 B. Strategic Goal #3: Advocacy

71 Legislative Program – Dr. Norman Chun and Ms. Melissa Pavlicek presented on  
72 the dental assistants’ legislation being proposed by the Hawaii Oral Health  
73 Coalition. The legislation seeks to allow dental assistants to work under general  
74 supervision in a public health setting – as long as the dentists allow it. This would  
75 be a change to the HRS. This is not a change to allowable or prohibited duties of  
76 a dental assistant, but allows dental assistants to assist with hygiene appointments.  
77

78 Having reviewed the risks and opportunities presented by this bill, Dr. Chun and  
79 Ms. Pavlicek are recommending that the HDA support this proposed bill. Ms.  
80 Pavlicek emphasized that the tragedy of the Lily Geyer case was not so long ago  
81 and that the legislators still remember it, so HDA must continually remind the  
82 legislators and the public that HDA is pro-safety.  
83

84 Dr. Chun shared that Dr. Carlos Ruiz, an unlicensed dentist in Hawaii but licensed  
85 on the mainland, is asking the Board of Dentistry to allow for licensure by  
86 credentials. Dr. Ruiz is asking his legislator to introduce this bill in 2022.  
87

88 Ms. Pavlicek updated all about the possibility of a dental therapy bill being  
89 introduced. These three issues (dental assistants, licensure by credentials, and  
90 dental therapy) will keep the HDA busy in 2022.  
91

92 Dr. Scott Kanamori referenced the Sunrise Study for Dental Assistants and  
93 wondered if there will be any legislation referencing the recommendations of that  
94 Study. Ms. Pavlicek hasn't heard any chatter about this, but HDA is monitoring.  
95

96 Ms. Pavlicek confirmed that with limited resources and political capital, the HDA  
97 takes the lead on oral health issues. There are other related health issues such as  
98 the sugary beverage tax and tobacco, that HDA monitors but is not an active lead  
99 on.

100  
101 **Motion:** To accept the recommendation to support the dental assistants proposed  
102 bill for 2022. Seconded. Passed.  
103

104 With Dr. Chun and Ms. Pavlicek online, Dr. Fujimoto sought feedback on the  
105 proposed recommended 25% increase in contributions per member, and 25%  
106 increase in the number of donors for the HDPAC, within the draft HDA 2022-24  
107 Strategic Plan. There was agreement with these two percentages. Dr. Chun would  
108 like assistance from members to help increase member donations to HDPAC; Ms.  
109 Pavlicek reaffirmed that the personal touch is most important, and that it is  
110 important for government officials to know that our membership is supportive  
111 financially. The demographics of this support is also important.  
112

113 Dr. Ed Cassella suggested printing an article about HDPAC and ADPAC in the  
114 HDA Journals.  
115

116 ii. Hawaii Public Policy Advocates Survey and Contracts Renewal – Feedback  
117 from the Board and leadership showed unanimous agreement to renew HPPA's  
118 contracts for 2022.  
119

120 **MOTION:** to renew the HPPA contracts with HDA for 2022. Seconded.  
121 Passed.  
122

123 C. Strategic Plan Refresh – Dr. Fujimoto reviewed the action steps following the  
124 July refresh session. A draft version had been emailed out to the Board and  
125 leadership in August. While most notes are shown, there are three areas that need  
126 to be filled in: Objective 1: Membership, up 5%, Objective 2: Retention of  
127 members at 90%, and Objective 7: 25% increase in contributions and 50%  
128 increase in number of contributors.  
129

130 **MOTION:** to accept the HDA 2022-24 Strategic Plan with the noted percentages  
131 for their respective objectives. Seconded. Discussion ensued.  
132

133 There was robust discussion about attrition and retention numbers, and caution  
134 about depending on the young dentists to meet the 5% membership goal,  
135 especially on the 2nd year of membership when full dues are expected. There  
136 was a question about who would lead the different areas of the strategic plan.

137 There was agreement that we need a better method on following up on how the  
138 plan is working.

139  
140 There was an encouragement that there be sufficient support and resources to  
141 work on the Strategic Plan.

142  
143 **MOTION:** to accept the HDA 2022-24 Strategic Plan. Seconded. Passed.

144  
145 Dr. Fujimoto then discussed who/what entity would be responsible for the Goals:  
146 Membership Engagement Program and Young Dentist Group would lead Goal 1  
147 on Membership; the HDA Foundation would lead Goal 2 on Community; and the  
148 Legislative Program on Goal 3 on Advocacy.

149  
150 Dr. Fujimoto is suggesting that the Building Program, the Financial Program, and  
151 the Endorsement Program work in concert on Goal 4 Objective 8. There is a  
152 possibility that the Endorsement Program will update their name to Non-Dues  
153 Revenue, with oversight by the President and PE.

154  
155 Dr. Mendel Sato commented that the Community and Public Health Program will  
156 look to be active in the new year on community and public health issues. Dr.  
157 Fujimoto referred the CPHP to Objective 5, in conjunction with the Legislative  
158 Program. Dr. Fujimoto will reach out to Dr. Chun and Ms. Pavlicek for the  
159 Legislative and CPHP to work together on Objective 5.

160  
161 Dr. Tony Kim agreed that there is opportunity for the HDA to have conversations  
162 with the Coalition and other partners. He reminded us that bills come from the  
163 affected populations – for example, the Adult Dental Medicaid bill comes from  
164 those who serve that population.

165  
166 Dr. Shimizu volunteered to work on Objective 9 Leadership with the help of Drs.  
167 Wayne Leong, Wes Sato, and Carla Fukumoto.

168  
169 Dr. Tony Sur asked if there was an issue with dentists taking work compensation  
170 patients. No one was aware.

171  
172 There was a question about collaboration between the Young Dentist Group and  
173 the MEP and expanding the roles of the Nominating committee.

174  
175 Dr. Fujimoto suggested that the BOT take on Objective 10, and that she would  
176 help lead this.

177  
178 A cleaned-up copy will be sent back out, with the leads.

179  
180 5. Review of Agenda/Consent Agenda (without action)

181 A. Building Program

182 B. HDA Delegation Task Force

- 183 C. HDA House of Delegates – pulled for discussion.
- 184 D. Sr ADA Delegate
- 185 E. Nominating/Awards Committee
- 186 F. County Dental Societies

187 **MOTION:** to accept the Consent Agenda as amended. Seconded. Passed.

189  
190 HDA House of Delegates – Dr. Shimizu remains hopeful in hosting an in-person House  
191 Meeting, but Oahu is still under a restriction to limit large gatherings. This Saturday, Oct  
192 2<sup>nd</sup>, the HOD planning meeting group will decide whether to continue with an in-person  
193 HOD or pivot to a Zoom meeting.

194  
195 Dr. Shimizu reminded all members that the Reference Task Force (RTF) will meet on  
196 Wed, October 6<sup>th</sup> to review the submitted reports and resolutions. Chair VP Dr. Tony  
197 Kim gave an overview of the RTF composition, roles, and responsibilities. The  
198 Resolutions from the HDA Delegation Task Force are currently not in compliance with  
199 the rules of submission; the DTF is working to resolve this before Wed’s RTF meeting.

200  
201 Dr. Shimizu’s concern is not about the content of these Resolutions but rather that  
202 reference must be made to existing documents and more explanations provided.

203  
204 6. Organizational Update

205 A. COVID-19 – Ms. Nguyen shared that HDA and HIEMA will be offering another PPE  
206 distribution in Honolulu on Sunday, October 24<sup>th</sup>. Any HDA member is invited to  
207 request but must pick up – regardless of island – or send a designee on the 24<sup>th</sup>.

208  
209 HDA is not actively engaging in the coordination of the booster shots; only sending out  
210 information.

211  
212 HDA pushed out messaging to the membership from the HI DOH regarding pausing use  
213 of procedures that take medical oxygen.

214  
215 B. Executive Director/HDA Office

216  
217 7. Strategic Goal #1: Membership

218 A. Dental Education Program

219 B. Endorsement Program

220 C. Membership Engagement Program

221  
222 8. Strategic Goal #2: Community

223 A. HDA Foundation– Dr. Wayne Leong is asking that the Board allow the Executive  
224 Council to continue working with the HDAF on updating the operating agreement before  
225 this year is up. Dr. Fujimoto asked for an updated version before the next EC meeting.

226  
227 9. Executive Session – entered at 10:58am and exited 10:59am.

228

- 229 10. Brainstorming/New Business  
230 A. What’s keeping you up at night about the HDA? What are the future/potential issues  
231 that will require the BOT’s attention?  
232  
233 Dr. Fujimoto reminded all that the ADA is actively working on Diversity and Inclusion  
234 and is encouraging HDA to consider the ADA statement, or similar, to adopt.  
235  
236 11. HDA 2022 Leadership Meeting Schedule – please mark your calendars.  
237  
238 12. Adjournment – there being no further business, Dr. Fujimoto adjourned the meeting at  
239 11:07am.  
240  
241  
242 Respectfully Submitted,  
243  
244  
245 Dr. Carla Fukumoto  
246 Secretary