

ALABAMA ORAL HEALTH STRATEGIC TEAM MEETING
November 6, 2008
Conference Room 8-D
9:00am-10:00am

Members Present:

Sherry Goode, Linda Hampton, Leigh Ann Hixon, Max Mayer, Stuart Lockwood, Nakia Kyler, Nancy Headley, Mary McIntyre (Chair)

Medicaid Staff Present:

Colinder Chappelle

Welcome:

Dr. McIntyre began the meeting at 9:10am by welcoming everyone. She then asked everyone to introduce themselves.

Minutes-Review/Acceptance:

Dr. McIntyre asked the members if there were any corrections or changes. There was a correction to Leigh Ann Hixon name and the minutes were amended with correction noted. A motion was then made and seconded. Motion carried with minutes being accepted with correction.

Review of AL Oral Health Strategic Plan (Content, Format and Presentation):

Dr. McIntyre indicated to the members that they would be tasked with getting the Strategic Plan report corrected and making any needed changes so that we can have it updated for the next meeting. She indicated that the focus of this meeting would be preparation for the OHCA meeting to follow. She reminded members that this group serves as an executive group helping to identify the focus and structure for the coalition. Persons who were serving as chairs and co-chairs of OHCA Subcommittees were provided the following:

- Instructions for OHCA Subcommittees (See below)

OHCA Subcommittee Instructions

1. Please review the subcommittee member list and indicate any updates needed (additions, deletions, corrections). The chair/co-chair should make sure that the list is turned in with any corrections needed.
2. Identify a Recorder to summarize workgroup discussion and to complete Subcommittee Report
3. Select a Reporter who will give the report to the group.
4. Elect chair and co-chair (Persons currently serving may be nominated again).
5. Identify at least one goal for your subcommittee for CY 2009-10.
6. Review and update the Partial Progress Report
 - a. Focus first on the subcommittee priority then if time allows review other priorities and indicate updates needed.
 - b. Identify possible changes to format and presentation of OH Progress Report and Oral Health Strategic Plan.

7. Turn in Subcommittee Report (one pager) and the Partial Progress Report with ALL updates needed identified.

- Subcommittee Report Form
- Subcommittee Sign-In Sheet
- Subcommittee Member List
- Partial Progress Report

Dr. McIntyre indicated that she had put the three key objectives for OHCA on the Subcommittee Report Form to remind the people in the workgroup what it is that we have said we would be doing. She further indicated that we need to make sure within the groups that we capture any changes needing to be made to the Strategic Plan also any updates that have not been entered on the plan. We need each committee to establish goals for 2009/2010 and they need to be related to your subcommittee. She also recommended that each subcommittee limit the number of goals identified to no more than two goals. Make these goals are something that you can manage and that a baseline can be determined because this is something you need to have in order to be able to know if the goal has been met. Any goal should be measurable i.e. quantifiable. She further indicated that after the breakout sessions that it was the responsibility of the chair or acting chair to be sure that the subcommittee reports were turned in along with the partial progress report with any changes noted on it, the sign-in sheet and the subcommittee member list with the identification of any updates needing to be made to the list. She asked the members to look at their section of the Progress Report to decide what information needed to be revised and to make suggestions as to the format of the report that we can place on the website. A discussion was held about a document to be made public with all of the details included about the strategic plan. Suggestions were made for a one-pager to give to others showing what has been done.

Dr. McIntyre ran briefly through the report asking members to turn to page eighteen noting that the report says we were to work with the Black Belt Action Commission (BBAC), Extension Service and Medicaid to distribute Smile Alabama materials at the county level. We need to indicate if anything happened with this. Leigh Ann indicated that they met with them and nothing has happened. Someone asked if the Black Belt Dental Committee was still meeting. Leigh Ann indicated that they met recently at Dr. Russell's office in Selma and that they are still meeting. Dr. McIntyre indicated that the update to this step would be to indicate "no additional action has occurred". Dr. McIntyre asked if there was a meeting scheduled with Charlena at Public Health to discuss providing oral health in non-traditional settings through case managers. Nancy Headley indicated that a meeting had already been scheduled with Alabama Department of Public Health and Charlena to discuss this. The responsible subcommittee needs to note this as an update to the Progress Report. Members also mentioned the Fact Sheet and the need to update this for distribution and/or updating on the web. The next meeting dates will be determined during the OHCA meeting to follow.

Adjourn:

Dr. McIntyre asked if there was anything further for discussion and if there was nothing else that a motion be made to adjourn. A motion was made and seconded and the meeting was adjourned at 9:50AM.

Respectfully submitted by:

Mary G. McIntyre, MD, MPH
Chair

Date

Colinder Chappelle
Recording Secretary