

New Zealand Dental and Oral Health Therapists Association

Board Meeting

Sunday 17 September 2017
Novotel Auckland Airport

Board Members Present: Arish Naresh, Teres Tieu, Brittany Le Sueur, Sam Carrington,
Prue Fincham Davis

Apologies: Pip Zammit, Agnes Smith

In Attendance: Donna Cooper-Tock

1. Outstanding from last meeting

- Outcome of Dentist who was advertising about old ‘dental nurses amalgam fillings’ from Auckland - verbal notification made

2. Action items from previous minutes

- **Donna to be replaced as bank signatory by new board member - is this required?**

Motion put forward - Arish Naresh

Donna to remain as a signatory the NZDOHTA administrator. The other two signatories will be Arish Naresh and Prue Fincham Davis who replaces Agnes Smith who is resigning from her role as treasurer.

- **Letter to Paul Brunton (Otago Dent Sch Dean)**

Sam has recently met with Paul and discussion was around the new Dental School opening in 2019. Arish will write to both University HOD in December introducing the new Board and keeping NZDOHTA profile raised within this sector.

- **Reestablishment of Branches / Branch funds working group to be established with the new Board**

Branches are using their funds for CPD/conferences and money held by NZDOHTA belonging to branches is decreasing. Branch money is best used prior to the development of the new association however any leftover funds will be ring fenced for that branch.

- **Financial policy update by new Board**

Sam is drafting rules for the new association and is also looking at other joint associations (British Society of Dental Hygiene & Therapy Association) rules and once completed will present to the Board and Members. Board rules, constitution and financial policies will be updated/changed with the new association.

Board members happy with the status quo currently, all policies forward to new association.

3. Agenda Items

- **Board calendar 2017/18**

See attachment

- **Innovation Fund closed Friday 15 September response by 30/09**

4 Applications received, reviewed by the Board and measurable outcomes agreed.

Applicants notified by administrator 21/09/17.

There were 2 applications from Arish Naresh and he left the room while the board discussed these.

- **NZDOHTA awards**

NZDHA has Hygenist of the year discussion around NZDOHTA introducing this for Dental Therapist & Oral Health Therapists with the idea of an Annette King Award and possibility of approaching her to present.

Members would vote on the nominated people who would have submitted a bio about themselves and their work.

Process under development

- **Travel subsidies for conference-proposal in drive**

Arish introduced a proposal to support members to attend conference funded out of the remaining money not used in the Innovation Grants. Criteria and communication plan to be developed by Arish and sent in draft to the Board.

Suggestion applications open when conference registration opens and close January 2018 .

42 subsidies available divided into areas to assist with travel and accommodation, suggested breakdown available in the google drive.

- **Submissions to dental council - 2 due very soon**

Outstanding submissions completed and sent

- **Big Day In and promotion of merger plus gain more members**

Waikato Big Day In held in January attracts up to around 350 people and is a good opportunity to promote both NZDOHTA and the 2018 Christchurch conference.

NZDOHTA are able to supply printed bags as a promotion and these will include a conference flyer and NZDOHTA membership form.

- **NZDOHTA App**

Discussion around this and as we are in a transition process it is not feasible and will be put forward to the New Association.

- **Te Ao Marama Board Meeting**

Board meeting in October Sam attending as a member of this board and Arish will attend also to establish relationships with the possibility of working together.

- **Correspondence from the Dental Council**

Letter received (available on drive) to advise NZDC will not longer accept bulk payments for yearly APC.

Discussion around the difficulties this will incur for members and email send acknowledging the letter and request that the council consider and alternative.

4. Admin requests

- **Governance Handbook update**

Donna to work on this removing mention of BPA

- **Feedback on website**

Website discussed is slowly progressing

- **Coding for branch expenses - supplied to Donna**

Meeting closed : 2.30pm

2017/2018 NZDOHTA Board Meeting Calendar

December 2017	Skype Meeting	If required
17 February 2018	Conference & New Association Meeting Christchurch	Committee members involved
18 February 2018	F2F Meeting	Prue will look for a venue
19 July 2018	F2F Meeting	Evening session
22 July	F2F Debrief	After conference