



**Board of Directors
Meeting Minutes
September 26, 2017**

The meeting was called to order at 4:19 PM by Chairman Orevalo. In attendance were Directors Arevalo, Mascarenas, Sawyer, Zinser and OHF Managing Director, Deborah Foote. Director Smith joined at 4:32 PM. The meeting agenda was adopted unanimously as written. (Zinser/Sawyer)*

The Managing Director reported that the July Minutes were approved via email. The Directors approved unanimously the August 2017 Minutes of the Board of Directors. (Sawyer/Mascarenhas)

The Managing Director reported that financials for August are not available from the fiscal agent due to a death in the family. She provided previous accounting along with known expenses for August. The DentaQuest Foundation grant funds were received in September (\$81,466). She reported that improved financial reports will be forthcoming.

Unfinished Business

The final 2017 Conference financial report also is not available due to the same circumstances. However, additional funding from the HRSA OH Workforce Grant was available, which hopefully will result in the Conference breaking even.

The Board approved the amended Harassment, Anti-Discrimination, and Whistleblower policies. (Zinser/Mascarenhas) The amendments reflected who must sign a policy be clear (versus be made aware of the policy). Director Sawyer provided the SOFL Confidentiality Policy and the Managing Director will draft a policy for consideration at the next Board of Directors meeting.

The Managing Director received a letter from the IRS confirming receipt of the OHF application for 501(c)(3) status.

Director Arevalo has not yet had an opportunity to review the Managing Director's draft response to Dr. Johnson. He will review, make edits, and circulate to the other Directors for input.

The Managing Director has submitted the IRS letter to the Non-Profit Insurance Alliance, which now allows an insurance quote.

* motions related to decisions are in parenthesis (moved, seconded)

New Business

The Managing Director presented her report. In addition to the written report, she discussed the following:

- The first OHF newsletter has been released.
- Little response was received from members of the Communications Action Team regarding interest in serving as Chair or participation in newsletter development or website revisions. Director Zinser recommended keeping the members in the loop on communications activities and see if interest emerges in providing input to the Managing Director.
- The Managing Director shared a draft Policy Committee Protocol which the Directors agreed should go to the Leadership Council/Policy Committee for input. It was agreed that an October meeting would be set for informational presentations and approval of a Protocol for decision-making. A November meeting will be for review of specific legislation and the setting of OHF's 2018 Legislative Agenda.
- The Managing Director provided a draft Organizational Chart. Directors will provide input to the Managing Director.

The next Board of Directors meeting will be held virtually on October 31st from 4-5:30 PM.

There were no announcements and the meeting adjourned at 5:20 PM.