

# Delegates Manual

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**First Meeting of the House of Delegates  
American Dental Hygienists' Association  
Ninety-Sixth Annual Conference  
June 24, 2019  
Louisville, KY**

**1. CALL TO ORDER BY SPEAKER OF THE HOUSE OF DELEGATES:**

Christina Emmert, RDH, PRP, Speaker of the House, called to order the first meeting of the House of Delegates of the Ninety-Sixth Annual Conference of the American Dental Hygienists' Association on Monday, June 24, 2019, at the Omni Louisville Headquarter Hotel in Louisville, Kentucky at 8:00 am EST.

**2. PLEDGE OF ALLEGIANCE and NATIONAL ANTHEM**

The speaker recognized Master Sergeant Rebecca Davis, US Air Force, and Technical Sergeant Claudia Perez, US Air Force to come to the podium for the Pledge of Allegiance to the Flag of the United States of America, and Lana McDonald to sing the National Anthem.

**3. PRESIDENTIAL CITATIONS**

Citations were presented to the National Center for Early Childhood Health and Wellness Dental Hygienist Liaisons, in recognition for service in improving the oral health of pregnant women and children in head start and childcare programs. Accepting the citation was Michelle Landrum

Tracy Bowser, President of the Canadian Dental Hygienists Association, in recognition of the outstanding professional collaboration on the American Academy of Periodontology Dental Hygiene Symposium in Vancouver, Canada.

Dr. Richard T. Kao, President, American Academy of Periodontology, in recognition of the outstanding professional collaboration on the American Academy of Periodontology Dental Hygiene Symposium in Vancouver, Canada, this past October. Accepting the citation was AAP President- Elect, Dr. Bryan Frantz, Erin Dotzler, Executive Director of AAP, & Meg Dempsey, Director of Membership, Marketing & Communications.

ADHA Past President, Pam Quinones for her everlasting commitment to the ADHA President's personal and professional growth.

**4. CERTIFICATION OF A QUORUM**

Laurie Ghigleri, BS, RDH, Sergeant-at-Arms reported 150 credentialed delegates present. The speaker declared a quorum present.

## **5. ADOPTION OF AGENDA**

The agenda was adopted as presented.

## **6. ADOPTION OF STANDING RULES & PROCEDURES OF THE HOUSE OF DELEGATES**

The standing rules and procedures of the house of delegates were adopted with the following amendments:

Strike out on DM-II-A-5, "Report of the Executive Director" and insert in its place "The ADHA Annual Report," since that is now the name of that document.

Strike out on DM-II-A-10, the following language:  
"Delegates making lengthy amendments should consider putting the text on a USB drive for staff. ADHA will provide a computer in the staff office for that purpose."

Insert in its place the following language:  
"Testimony may also be submitted electronically to RCTestimony@adha.net by using the electronic testimony form."

Insert on DM-II- A-19, an updated reference to accurately reflect the current bylaw amendment policy, since this rule was changed in 2018.

Strike on DM-II-A-21, the reference to the Candidate's Corner printed publication and the deadline for submitting printed material.

Insert in its place a reference to the Candidate's Corner digital publication, since the publication is now digital.

Insert on DM-II-A-15, the following language: "Live streaming of the ADHA House of Delegates, including social media, is prohibited."

The following amendments were brought forth from the floor of the house and adopted:

Insert on DM-II-A-20, The Nominating Committee shall submit a list of qualified candidates. Refer to Article IX, Section 3, c.  
All candidates may be nominated from the floor of the first meeting of the House of Delegates for any available position.

Strike on DM-II-A-20, As outlined in Section E, and No other nominations may be made after the close of the first meeting of the House of Delegates

Insert Delegates may nominate any member in good standing from the floor at the first meeting of the House of Delegates. No other nominations may be made after the close of the first meeting of the House of Delegates.

Insert on DM-II-A-20, Self-Nomination:

- The ADHA Bylaws state that ADHA members may self-nominate. Refer to Bylaws, Article IX, Section 3, c.
- Self-nomination is defined as: The process by which any Professional Member may nominate themselves or be nominated by another Professional Member from the floor of the House of Delegates in accordance with the self-nomination procedure.
- In order to self-nominate, a member must:
- Be an ADHA Professional Member in good standing
- Have reviewed the position description and possess the leadership skill sets for the office they intend to seek as outlined by ADHA.
- Take such action as may be necessary to be nominated from the floor of the applicable House of Delegates in accordance with the House of Delegates Procedures and Standing Rules (see Guidelines for Nomination and Election,)
- Abide by all requirements of the Standing Rules applicable to nominations from the floor and candidates nominated from the floor (see Guidelines for Nomination and Election)

Strike on DM-II-A-16, executive director and insert chief executive officer.

Strike on DM-II-A-19, 30 and insert 45.

Strike on DM-II-19-A, Supplemental reports may be distributed until the first meeting of the House of Delegates and should be color-coded to indicate their supplemental nature and insert Annual reports will be posted upon the completion of the committee work for the year up until the first meeting of the House of Delegates.

## **7. ADHA ANNUAL REPORT**

President Michele Braerman, RDH, BSDH, Treasurer Donnella Miller, RDH, BS, MPS, Chief Executive Officer Ann Battrell MSDH, Director of Member Engagement Jennifer Hill, and Dean West Association Laboratory Inc. addressed the delegates.

## **8. APPOINTMENTS**

The speaker announced the following appointments:

Parliamentarian	Tim Wynn, PRP
Sergeant-at-Arms	Laurie Ghigleri, BS, RDH
Timekeeper	Haley Carr, Student Delegate, District IX
Voting Student Delegate	Elizabeth Shavlik, District VIII
Reporting Student Delegate	QuinTess Bond, District III

Reference committee appointments:

**Reference Committee A**

Lynda Bean, RDH, BSDH, Chair, Texas	District IX
Beth Domagalski, RDH BSDH, Michigan	District V
Katherine Soal, RDH, Massachusetts	District I
Colleen Gaylord, RDH, Washington	District XII
Kristin Minihan-Anderson, RDH, MSDH, Connecticut	District II

**Reference Committee B "**

Jennifer Frame, RDH, BSDH Chair, Washington	District XII
Clancy Casey, RDH, BS, Montana	District X
Sue Correia, CRDH, BS, Florida	District IV
Jaclyn Klepadlo, RDH, New Jersey	District II
Carissa Regnerus, RDH, MA, South Dakota	District VII

**Reference Committee C**

Laura Smith, RDH, BS, Chair, Maryland	District III
Elizabeth Hiatt, RDH, Minnesota	District VII
Catherine Dunn, RDH, CA, MDH, Mississippi	District VI
Pamela Larrabee, RDH, BAS, MA, Arizona	District XI
Denise Maus, RDH, BS, Kansas	District VIII

**Minutes Review Committee**

Marion Manski, RDH, MS, Chair, Connecticut	District II
Katherine Garcia, RDH, Washington	District XII
Danielle Rauch, RDH, BA, Michigan	District V

**9. COMMITTEE ON NOMINATIONS**

**A. PRESENTATION OF THE SLATE**

Chair of the Nominating Committee, Jill Rethman, RDH, BA, presented the following nominations for office:

President-Elect:	Lisa Moravec RDH, MSDH
Vice President:	Sharlee Burch, RDH, BHDS, MPH, EdD

Treasurer: Jeanna Kay Secrist, RDH  
Nominating Committee: Lin Sarfaraz, RDH, BA  
Jennifer Harmon, RDH, MS, BSBA

## **B. NOMINATIONS FROM THE FLOOR**

Vice President: Donnella Miller, RDH, BS, MPS  
Treasurer: Misty Mattingly, RDH, BS, GA  
Chadleo Webb, RDH, OH  
Nominating Committee: Heather Edly, RDH, NC

## **C. APPOINTMENT OF TELLERS**

The speaker appointed the following tellers:

Deborah Cartee, RDH, MS, Maryland  
Angela Fuller, RDH, BA, Missouri  
Linda M. Jorgenson, RDH, BS, RF, Wisconsin  
Lisa Higbee, RDH, BS, Idaho  
Shannon Sweeney, RDH, Ohio

## **10. REPORT FROM STUDENT ASSEMBLY**

District III, QuinTess Bond, presented a report from the students.

## **11. BUSINESS**

General consent was given by the assembly and the following proposed Bylaws Amendments PBY-2, PBY-4 and PBY-6 were withdrawn.

General consent was given by the assembly and District III submitted PBY-7 from the floor of the house

The following states signed on to PBY-1: Tennessee, North Carolina, West Virginia, Washington D.C., Iowa, South Carolina, Maryland, Florida, Georgia.

## **12. ANNOUNCEMENTS**

American Academy of Dental Hygiene brought greetings to the House of Delegates.

### **13. RECESS**

The Speaker recessed the meeting at 10:47am until Tuesday, June 25, 2019, at 11:00 am.



**Second Meeting of the House of Delegates  
American Dental Hygienists' Association  
Ninety-Sixth Annual Conference  
June 25, 2019  
Louisville, KY**

**1. BALLOTING**

Balloting was conducted according to the agenda.

**2. CALL TO ORDER**

Christina Emmert, RDH, PRP, Speaker of the House, called to order the second meeting of the House of Delegates of the Ninety-Sixth Annual Conference of the American Dental Hygienists' Association on Tuesday, June 25, 2019, at the Omni Louisville Headquarter Hotel in Louisville, Kentucky at 11:00 am EST.

**3. CERTIFICATION OF A QUORUM**

The sergeant-at-arms reported 148 delegates present. The speaker declared a quorum present.

**4. ANNOUNCEMENTS**

A proposed standing rule amendment was submitted to house to amend DM-II-A-11. The motion was postponed indefinitely.

**5. REPORTS OF REFERENCE COMMITTEES**

The speaker reviewed the process for how the reference committee reports are handled. The speaker also reviewed points of decorum and parliamentary procedure.

**Reference Committee A**

Lynda Bean, RDH, BSDH, Chair, Texas  
Beth Domagalski, RDH BSDH, Michigan  
Katherine Soal, RDH, Massachusetts  
Colleen Gaylord, RDH, Washington  
Kristin Minihan-Anderson, RDH, MSDH, Connecticut

District IX  
District V  
District I  
District XII  
District II

Annual Reports

Committee on ADHA Board Policy & Procedures  
Executive Committee

Finance Committee  
Nominating Committee  
Committee on Leadership Development

**PBY-3**

That Article IX, Section 3c of the bylaws be amended to read:

That Article IX, Section 3c of the bylaws be amended to read:

c. Authority and Responsibilities. The Nominating Committee shall submit to the Board of Trustees and the House of Delegates, a list of all slated and unslated candidates with permission of the unslated candidates to succeed those whose terms are expiring. The Nominating Committee shall also evaluate potential candidates to fill vacancies and such other positions as the Board of Trustees may determine. Current members of the Nominating Committee are not eligible to be nominated for elected office. Association members may self-nominate as outlined in the Standing Rules.

**PBY-3 is adopted as amended.**

**PBY-5**

That ADHA amend Article IX, Section 3 of the bylaws, to read:

**Section 3. Nominating Committee**

- a. **Composition.** The Nominating Committee shall consist of three (3) former ADHA Board members and two (2) at-large members elected by the HOD who are in good standing and are available to serve. The Chair of the Nominating Committee and a non-voting board advisor to the Nominating Committee shall be appointed by the President. The President is not an ex officio member of the Nominating Committee.
- b. **Term.** All members of the nominating committee shall serve a one-year term and may serve for up to three consecutive terms.
- c. **Authority and Responsibilities.** The Nominating Committee shall submit to the Board of Trustees and, upon approval of the Board of Trustees and to the House of Delegates, a list of qualified candidates to succeed those whose terms are expiring. Where feasible, the Nominating Committee is to present more than one candidate for each open position. The Nominating Committee shall also evaluate potential candidates to fill vacancies and such other positions as the Board of Trustees may determine. Current members of the Nominating Committee are not eligible to be nominated for elected office. Association members may self-nominate as outlined in the Standing Rules.
- d. **Meetings, Quorum and Manner of Acting.** The Nominating Committee shall meet in person or by conference call upon the request of the Chair. Each member shall have one (1) vote. A majority of the Nominating Committee shall constitute a quorum for the transaction of business at any

duly called meeting of the Nominating Committee; provided when less than a quorum is present at said meeting, a majority of the members present may adjourn the meeting without further notice. The act of the majority of the members present at a duly called meeting at which a quorum is present shall be the act of the Nominating Committee.

- e. Vacancies.** Any member of the Nominating Committee may resign at any time for any reason providing written notice to the President. Should a vacancy occur in any position, the position will be filled by the President appointing another member, who is in good standing and meets the criteria of the vacant position to fill the unexpired term.

**The proposed bylaws amendment was postponed indefinitely.**

**PBY-1**

That ADHA, Rescind Bylaw, Article IX, Committees/ Councils/Task forces, Section 3. Nominating Committee.

**The proposed bylaws amendment was postponed indefinitely.**

**Reference Committee B**

Jennifer Frame, RDH, BSDH Chair, Washington	District XII
Clancy Casey, RDH, BS, Montana	District X
Sue Correia, CRDH, BS, Florida	District IV
Jaclyn Klepadlo, RDH, New Jersey	District II
Carissa Regnerus, RDH, MA, South Dakota	District VII

Annual Reports

Board of Trustees  
ADHA Annual Report  
Institute for Oral Health  
HYPAC Advisory Group  
Constituent Advisory Committee

**PBY-7**

That ADHA amend Article X Section 2. Constituents, to read, **f. Choice of Constituent.** Members may belong to only one Constituent and may join the Constituent of their choice based on where they reside, practice, hold a license, or select.

**The amendment to PBY 7 was rejected.**

**PR-1 and PR-2**

That, ADHA adopt the following policy:  
ADHA supports and advocates for doctoral degrees in dental hygiene.

That ADHA amend Accreditation 9-12/1-90 to read:  
The ADHA advocates for accreditation by the dental hygiene profession, of certificate, associate, baccalaureate, masters and doctoral dental hygiene education programs.  
Accreditation 9-12/1-90

**PR1 and PR2 were placed on a consent calendar and accepted in gross by general consent.**

**PR-3** – That ADHA amend Accreditation 14-86 to read:  
The ADHA supports all aspects of formal dental hygiene education which includes certificate, associate, baccalaureate, masters and doctoral degree programs. The ADHA declares its intent to establish the baccalaureate degree as the minimum entry level for dental hygiene practice and to further develop the theoretical base for dental hygiene practice.

**There being a majority in the affirmative, PR-3 was adopted as amended.**

**PR-4**

That ADHA adopt the following policy,

The American Dental Hygienists' Association advocates for legislation, policies, programs, and research to promote good oral health for older adults.

**There not being a majority in the affirmative, PR-4 was rejected.**

**Reference Committee C**

Laura Smith, RDH, BS, Chair, Maryland  
Elizabeth Hiatt, RDH, Minnesota  
Catherine Dunn, RDH, CA, MDH, Mississippi  
Pamela Larrabee, RDH, BAS, MA, Arizona  
Denise Maus, RDH, BS, Kansas

District III  
District VII  
District VI  
District XI  
District VIII

Annual Reports

Committee on Annual Conference  
Committee on National Boards  
Committee on Policy & Bylaws  
Committee on Student Relations  
Awards Committee

**PR-9**

That, ADHA adopt the following definition of Older Adult.

Older Adult: Entry point for “old age” is 65 years of age (Whitbourne, 2016).  
The period of 65 and older is divided into age ranges:

<b>Older Adult: Period of 65 and older</b>	<b>Age Range</b>
65 to 74 years old	young-old
75 to 84	old-old
Ages 85 and older	oldest-old
Over the age of 100	Centenarians
Over the age of 110	Supercentenarians

PR-9 was placed on consent calendar and the recommendation of the reference committee to reject PR-9 was accepted by general consent.

#### **PR-5**

That ADHA adopt the following definition of oral prophylaxis:

The supra- and subgingival removal of biofilm, calculus, and extrinsic stains from tooth and prosthetic structures, to preserve health and prevent disease.

**There being a majority, PR-5 was adopted as amended.**

#### **PR-6**

That ADHA adopt the following policy,

The American Dental Hygienists’ Association supports the use of evidence-based techniques to aid dental hygienists in performing head and neck, oral and oropharyngeal cancer screening (OCS).

**There not being a majority in the affirmative, PR-6 was rejected.**

#### **PR-7**

That, ADHA adopt the following policy,

The American Dental Hygienists’ Association advocates for the administration of the human papillomavirus (HPV) vaccine.

**There not being a majority in the affirmative, PR-7 was rejected.**

### **6. UNFINISHED BUSINESS**

There was no unfinished business.

### **7. RECESS**

The speaker declared the house in recess until Tuesday, June 25, 2019, 3:00pm.

**Third Meeting of the House of Delegates  
American Dental Hygienists' Association  
Ninety-Sixth Annual Conference  
June 25, 2019  
Louisville, KY**

**1. CALL TO ORDER**

Christina Emmert, RDH, PRP, Speaker of the House, called to order the third meeting of the House of Delegates of the Ninety-Sixth Annual Conference of the American Dental Hygienists' Association on Tuesday, June 25, 2019, at the Omni Louisville Headquarter Hotel in Louisville, Kentucky at 3:00 pm EST.

**2. CERTIFICATION OF A QUORUM**

The sergeant-at-arms reported that 148 credentialed delegates were present. The speaker declared a quorum present.

**3. REPORT OF THE TELLERS**

Deborah Cartee, RDH, MS, head teller, submitted the Tellers' Report:

President-elect	
Number of votes cast	147
Necessary for election	74
Lisa Moravec received	147
Illegal votes	

Vice President	
Number of votes cast	148
Necessary for election	75
Sharlee Burch	93
Donnella Miller	53
Carrie Fowler	2
Illegal votes	

Treasurer	
Number of votes cast	148
Necessary for election	75
Jeanna Secrist	56
Chadleo Webb	49
Misty Mattingly	43
Illegal Votes	

Nominating Committee	
Number of votes cast	148
Necessary for election	75
Lin Sarfaraz	123
Jennifer Harmon	108
Heather Edly	50
Illegal votes	1

#### 4. ANNOUNCEMENT OF ELECTIONS

The speaker declared the following elected:

Position	Name
President-Elect	Lisa Moravec
Vice President	Sharlee Burch
Treasurer	No one received a majority vote, so a second vote was taken
Nominating Committee 2Year Member	Lin Sarfaraz
Nominating Committee 1 Year Member	Jennifer Harmon

Per the ADHA bylaws, the candidate for treasurer with the fewest votes was dropped from the second ballot.

Deborah Cartee, RDH, MS, head teller, submitted the second teller report.

Treasurer	
Number of votes cast	148
Necessary for election	75
Jeanna Secrist	71
Chadleo Webb	79
Illegal votes	0

The speaker declared the following elected:

Position	Name
Treasurer	Chadleo Webb

## **5. PRESENTATION OF CERTIFICATES OF APPRECIATION TO THE BOARD OF TRUSTEES**

President Michele Braerman presented certificates of appreciation to the district trustees, officers and speaker of the house.

## **6. CALL TO 2020 ANNUAL SESSION**

District VI Trustee, Danielle Victoriano and the DVI Delegation invited the delegates to attend the 2020 annual session in New Orleans, LA.

## **7. ANNOUNCEMENTS**

Announcements were made.

## **8. INSTALLATION**

President	Matt Crespin
President-Elect	Lisa Moravec
Vice President	Sharlee Burch
Treasurer	Chadleo Webb
Immediate Past President	Michele Braerman
Speaker of the House	Christina Emmert
District Trustees	
District I	Jane Crocker
District II	Donna Hickey
District III	Dawn Ann Dean
District IV	Becky Smith
District V	Beth Tronolone
District VI	Danielle Victoriano
District VII	Rachele Gustafson
District VIII	Erin Haley-Hitz
District IX	Lynda Bean
District X	Crystal Spring
District XI	Trinity Cleveland
District XII	Annette Lincicome

## **9. ADJOURNMENT**

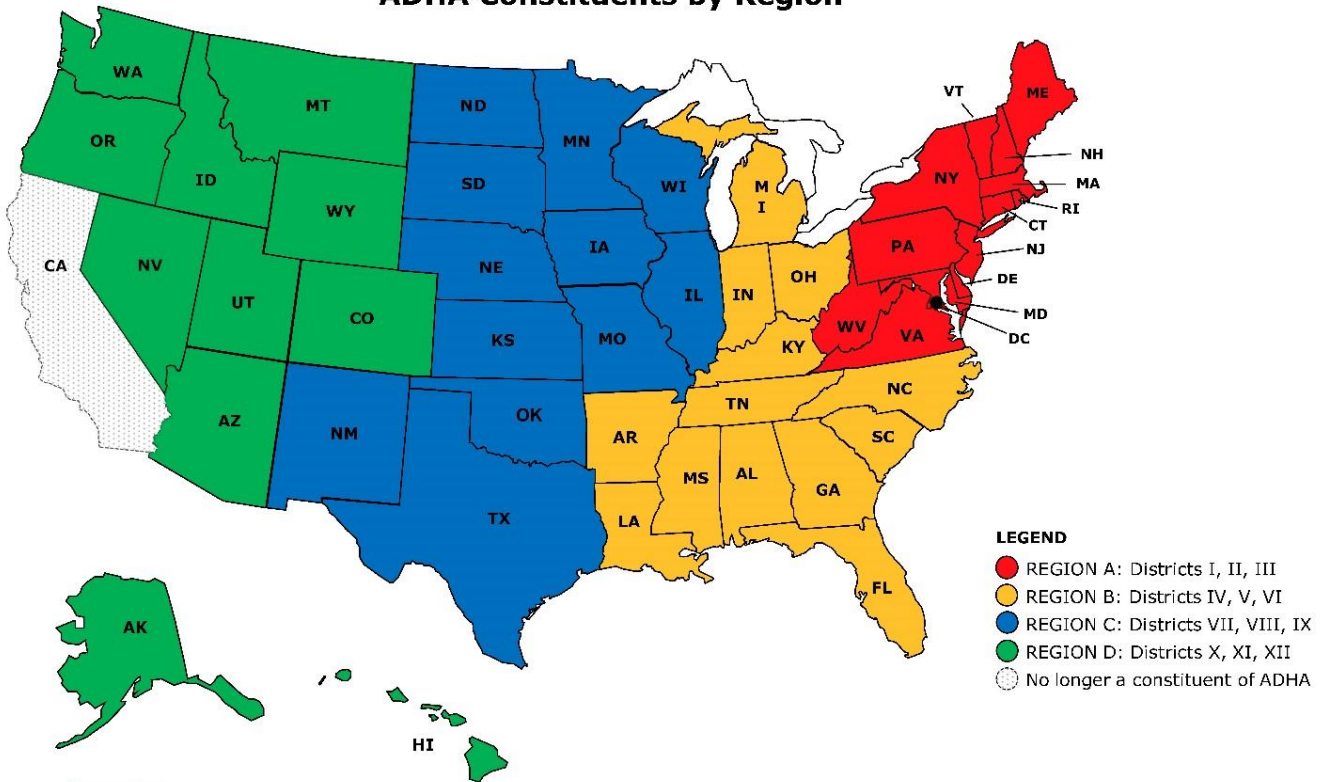
Speaker of the House Christina Emmert adjourned the 96<sup>th</sup> House of Delegates at 4:24 pm.



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## ADHA Constituents by Region



March 2017  
www.adha.org

## Constituents in each Region

A	B	C	D
<p><b><u>District I</u></b> Maine Massachusetts New Hampshire Rhode Island Vermont</p> <p><b><u>District II</u></b> Connecticut New Jersey New York Pennsylvania</p> <p><b><u>District III</u></b> Delaware DC Maryland Virginia West Virginia</p>	<p><b><u>District IV</u></b> Florida Georgia North Carolina South Carolina</p> <p><b><u>District V</u></b> Indiana Kentucky Michigan Ohio</p> <p><b><u>District VI</u></b> Alabama Arkansas Louisiana Mississippi Tennessee</p>	<p><b><u>District VII</u></b> Minnesota North Dakota South Dakota Wisconsin</p> <p><b><u>District VIII</u></b> Illinois Iowa Kansas Missouri Nebraska</p> <p><b><u>District IX</u></b> New Mexico Oklahoma Texas</p>	<p><b><u>District X</u></b> Colorado Montana Utah Wyoming</p> <p><b><u>District XI</u></b> Arizona</p> <p><b><u>District XII</u></b> Alaska Hawaii Idaho Nevada Oregon Washington</p>

Nominations for the offices of ADHA President-Elect, Vice President, Speaker of the House and Nominating Committee Members will take place at the First Session of the House of Delegates on Saturday, June 13, 2020.

A Candidates' Forum will take place on Saturday, June 13, 2020, 3:30 – 5:00pm.

Balloting for elections will take place during the second meeting of the House of Delegates on Sunday, June 14, 2020.

### **ADHA OFFICERS**

#### Qualifications

A candidate for office must be a voting member of the Association and one of the constituents.

#### Term of Office

A candidate for the office of President-Elect, or Vice President shall be elected for a term of one (1) year or until a successor is elected.

A candidate for the office of Speaker of the House shall be elected for a term of two (2) years or until a successor is elected.

### **NOMINATING COMMITTEE MEMBERS (1)**

#### Qualifications

Candidates for office must be voting members of the Association and one of the constituents. ADHA Past-Presidents are not eligible for the elected positions.

#### Term of Office

Candidates for the nominating committee shall be elected by the House of Delegates to serve one two-year term according to procedures the House of Delegates shall establish.

### **TRUSTEES**

All district trustee elections must be held at a district meeting or caucus held preceding Annual Conference of the HOD but not before the last Friday in April.

#### Qualifications

A candidate for the office of trustee must be a voting member of the association and one of the constituents which comprise the district which the trustee represents on the ADHA Board of Trustees.

### Term of Office

Trustees shall be elected for a term of two (2) years with tenure limited to two (2) consecutive terms.

### Elections

Districts I, III, V, VII, IX, and XI shall select a Trustee in the odd-numbered years.

Districts II, IV, VI, VIII, X, and XII shall select a Trustee in the even-numbered years.

The terms of the following District Trustees expire with the 2020 Annual Conference:

District:	II	Donna Hickey, RDH
	IV	Becky Smith, CRDH, EdD
	VI	Danielle Victoriano, RDH, BS, MHS
	VIII	Erin Haley-Hitz, RDH, MS, PHRDH, OM
	X	Crystal Spring, RDH, BSDH, LAP
	XII	Annette Lincicome, BS, RDH

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**American  
Dental  
Hygienists'  
Association**

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**ADHA**  
**Statement of Financial Position**  
**June 30, 2019**

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ADHA  
Statement of Activities  
Twelve months ending June 30, 2019

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**American  
Dental  
Hygienists'  
Association**

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ADHA  
Statement of Financial Position  
FOR THE THREE MONTHS ENDING MARCH 31, 2020

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**ASSETS**

**Assets:**

Cash and Cash Equivalents	\$1,438,355
Investments	2,513,460
Accounts Receivable, net	353,484
Prepaid Expenses and Other Assets	101,778
Inventory	15,640
Property and Equipment, net	409,228
Due from Institute	96,880
<b>Total Assets:</b>	<b><u>4,928,825</u></b>

**LIABILITIES AND NET ASSETS**

**Liabilities:**

Accrued Expenses	346,031
Deferred Revenues	2,062,739
Due to State and Local Organizations	59,498
Deferred Rent	299,005
<b><i>Total Liabilities</i></b>	<b><u>2,767,273</u></b>

**Net Assets:**

Unrestricted	2,123,894
Temporarily Restricted	37,658
<b>Total Net Assets</b>	<b><u>2,161,552</u></b>
<b>Total Liabilities and Net Assets</b>	<b><u>4,928,825</u></b>

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A Ya VYfgh Jd'8 i Yg	" 2 ( ( 2 \$ \$	" 2 +, 2 %	!	" 2 ( ( 2 \$ \$		" 2 ' 2 %	This reflects a reduction in quarterly dues revenue due to the impact of COVID-19. Despite the postponement of the final quarterly payment from April 1 to May 27th, we anticipate a drop in renewals. Based on the data we have at this time we are expecting a 70% renewal rate which results in a loss of \$84,000 in revenue and 1376 members.
Bcb!8 i Yg FYj Ybi Y	% 2 , , 2 \$ \$	" " " - 2 %	" " " fl 2 \$ \$ \$	% 2 , ) 2 \$ \$	Q1 adjustment for prior year revenue	" 2 \$ \$ 2 - -	Forecast a decrease in corporate sponsorship due to shift in corporate spending specific to webinars and paid promotional partnerships. Corporate partners have indicated a priority in investing in their own CE content. Corporate spending shifted completely towards the end of Q3 due to COVID-19 resulting in less financial commitments. In addition the revenue for the House of Delegate conferece registration fees have been removed.
5bbi U'7 cbZfYbW'FYj Ybi Y	" 2 ( 2 , \$	" " " ( % &	!	" 2 ( 2 , \$		" " " , - 2 ' )	Decrease in corporate sponsorship revenue due to less sponsor opportunities available on a virtual platform. Additionally, registration fees have been reduced substantially due to anticipated virtual attendance and fee reductions. Also, exhibit sales revenue is limited in a virtual conference environment.
4j Ygra Ybh4Wca Y	" " " \$ \$ \$ \$	" " " ) , 2 ( ' )	!	" " " \$ \$ \$ \$		" " " \$ 2 % ' )	Investment market trends saw gains in March after several weeks of loss, but is not expected to rebound to make budget.
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5bbi U'7 cbZfYbW'9I dYbgYg	" " " , + 2 - ,	" " " 2 , 2 + (	" " " 2 \$ \$ \$	" " " , - + 2 - ,	Q1 adjustment from Communications expense	" " " ( + * 2 ( (	As a result of the Board's decision to cancel the in person conference and move to a virtual conference, expenses were reduced to reflect the move to a virtual platform.
Drc[ fUa g	" " " 2 % ( 2 % )	" " " % 2 + 2 \$ (	" " " + 2 % -	" " " 2 2 \$ &	Q1 adjustment from Communications expense. Q2 expense offset with corporate sponsorship and completion of UYP	" " " 2 \$ ) 2 \$ (	Forecasted reduction due to reallocation of IT cost.
7ca a i b]VU]cbg	" " " * , 2 \$	" " " 2 * 2 2 +	!	" " " * , 2 \$		" " " ) * 2 \$ &	Increased cost in postage and printing cost for Access were not actualized.
9Xi VU]cb UbX'DfcZggjcbU' 5Xj cVUWm	" " " 2 ( ( 2 2 \$	" " " % ( ( 2 \$	!	" " " 2 ( ( 2 2 \$		" " " % + 2 \$ ) ' )	Due to COVID-19 all staff travel suspended for the remainder of the fiscal year.
58 < 5 ; c] YfbUbW'	" " " - % 2 + \$	" " " 2 , + 2 + &	" " " 2 \$ -	" " " - ) 2 +	Executive Committee completed in Q2	" " " 2 - 2 \$ \$	Due to COVID-19 all staff travel suspended for the remainder of the fiscal year and decrease in House of Delegate expenses.
Drc[ fUa UbX'5Xa ]b]ghU]j Y'Gi ddcfh	" 2 % + 2 - &	" 2 2 - \$ 2 , &	" " " fl 2 \$ \$ \$ \$	" 2 2 + 2 - &	Q1 adjustment to membership, AC, and CE expenses	" 2 ) 2 \$ 2 %	Forecast reduction based on open position(s) that will not be filled through the end of the fiscal year
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LMS infrastructure	38,000	34,923	-	38,000		38,000	
Member engagement initiative phase II	40,000	32,006	-	40,000		40,000	
Governance of tomorrow project	20,000	-	-	20,000		20,000	

2019

# House of Delegates Procedures & Standing Rules

ADOPTED:  
JUNE 2019

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## PREAMBLE

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The House of Delegates consists of one delegate from each constituent plus one hundred delegates. "The Method of Least Proportionate Error" shall be the formula used to calculate the number of delegates allocated annually to each constituent. The delegates are chosen and certified by the constituents. The elected and appointed officers of the Association serve as ex-officio members of the house without a vote. The officers of the House of Delegates are the Speaker of the House who shall also serve as an ex-officio member of the Committee on Policy & Bylaws. The Chief Executive Officer shall delegate the duties associated with the position of secretary and name a person who is not an officer of the Association.

The following Article of the ADHA Bylaws applies:

### **Article VIII. House of Delegates. Section I. Authority and Responsibility.**

The House of Delegates shall be the principal body within the Association responsible for establishing policy for the association and providing direction for matters relating to the practice of dental hygiene. In addition to such other duties set forth in these Bylaws, the House of Delegates shall:

- a) Amend, alter, or repeal the Bylaws in accordance with Article XVI of these Bylaws;
- b) Vote on all matters properly brought before the House of Delegates;
- c) Adopt and amend the Code of Ethics governing the professional conduct of Association's members;
- d) Solicit, process, and communicate membership needs to the Board of Trustees;
- e) Participate in the Association's strategic planning;
- f) Elect members to serve on committees established by the House of Delegates.
- g) Elect officers of the Association.

In order to fulfill its duties, basic procedures and rules have been established by the House of Delegates. They are in four sections as follows: General Guidelines for Delegates, General Rules of Conduct for Reference Committees, General Rules of Conduct for Candidates Forum and Standing Rules of the House of Delegates.

Although amendments to these standing rules are generally made during the first meeting of the House of Delegates at the annual session, any section may be amended during any meeting of the house by a majority of the delegates present and voting.

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## GENERAL GUIDELINES FOR DELEGATES

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### Guidelines for Annual Conference

#### Before the Conference

##### A. Become familiar with the following reference materials:

1. File of materials from previous delegate
- ~~2. Transactions of previous year~~
- ~~3. 2.~~ ADHA Bylaws and Code of Ethics
- ~~4. 3.~~ ADHA Policy Manual
- ~~5. 4.~~ Current edition of *ROBERT'S RULES of ORDER, NEWLY REVISED*

##### B. Suggested order of study ~~for delegates' manual~~:

1. Organization and Operation of the House of Delegates
2. Procedures and Standing Rules of the House of Delegates
3. Registration and credentialing procedures for Delegates
4. Nominations and Elections [and Candidates Corner](#)
5. Rules of conduct for Reference Committees
6. Policy manual
7. Summary of proposed resolutions and proposed bylaws amendments
8. Council and committee reports
9. Reports of officers, councils, and committees.
10. ADHA Annual Report
11. Remaining material.

**Commented [KP1]:** Justification: It is important for delegates to familiarize themselves with the candidates prior to elections.

##### C. Further suggestions:

1. If there is more than one delegate, it will be helpful to agree on a division of the manual for close study. Make careful notes for exchange of information.
2. ~~Insert~~ [Download](#) new material as ~~you receive it~~ [it is posted on the HOD website](#).
3. Keep notes in your manual. Arrange all materials for easy reference.
4. Discuss proposed resolutions and proposed bylaws amendments with those submitting them if possible.
5. Hold constituent caucus to review material, inform membership and constituents on pertinent issues.
6. Determine issues and concerns requiring action.
7. Help write resolutions and bylaws amendments following the format for submitting proposed resolutions and proposed bylaws amendments.
8. Inform members of the opportunity to submit written testimony to reference committees. Prepare beforehand. Forms and sample testimony are on the delegate resources page of the ADHA website.

**Commented [KP2]:** Justification: Clarifies actual process.



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## GENERAL GUIDELINES FOR DELEGATES

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### During the Session

- Attend all appropriate sessions: District, Reference Committees, Forums, House of Delegates.
- Submit testimony to reference committees, forums.
- Consult the Speaker of the House or the association parliamentarian when parliamentary questions arise.

### Guidelines for the Year-Round Role of the Delegate

- Be well-informed about ADHA and constituent policies and activities and be attentive to members' attitudes, concerns, and questions.
- Communicate information regarding issues to ADHA, constituent members, and other delegates.
- Maintain a file of relevant information for use by current and succeeding delegates.
- Consider whether policy or bylaws amendments are necessary. Use the format for submitting proposed resolutions and bylaws amendments.
- 

**Commented [KP3]:** Justification: This is outlined below in Section B

### Policy and Bylaws Amendments

- A. Refer to the following for assistance when making a preliminary draft of the resolution or bylaws amendment:
  1. District Trustee
  2. ADHA policy manual, bylaws and code of ethics
  3. Previous year's delegates' manual
  4. Constituent material
  5. Central office material
  6. File for correspondence
- B. Put the resolution or proposed bylaws amendments in its final form:
  1. Clearly state the intent. The only subject for debate should be whether or not this will be proper policy for ADHA.
  2. Complete a justification to explain the intent
  3. Anticipate objections and/or questions regarding the solution and answer them in justification

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## ELECTRONIC RULES FOR VIRTUAL HOUSE OF DELEGATES

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### 1. USERNAMES.

- 1.1. VERIFICATION OF IDENTITY. The Sergeant-at-Arms, and individuals working under the direction of the Sergeant-at-Arms, shall verify that each delegate username matches an entry on the list of delegates.
- 1.2. CATEGORIZATION OF PARTICIPANTS. Voting delegates shall be placed in a voting-delegates section (or otherwise identified as voting delegates). This categorization shall represent the current roll of voting members for the House of Delegates. Non-voting delegates shall be placed in a non-voting section (or otherwise identified as non-voting delegates). Guests shall be placed in a guest section (or otherwise identified as guests).
- 1.3. ALTERNATE SUBSTITUTING FOR DELEGATE. For an alternate to substitute for a delegate, the chair of the delegation shall email and submit to the Sergeant-at-Arms at [sergeant@adha.net](mailto:sergeant@adha.net) and cc: the delegate and alternate. The email shall include the District, State, name of Delegates being replaced, and the name of the Alternate replacing the Delegate. Upon receiving this email, the Sergeant-at-Arms, or an individual acting under the direction of the Sergeant-at-Arms, shall amend the list of delegates accordingly and shall ensure that the newly established delegate is categorized as such in the meeting. The Sergeant-at-Arms shall reply to the e-mail to acknowledge the substitution.

### 2. MICROPHONES. Participants shall have their microphones disabled except when speaking. The chair, or an individual acting under the direction of the chair, shall enable the microphone of any individual who has the floor.

### 3. INDIVIDUAL EQUIPMENT. Individuals participating in the virtual meeting shall be responsible for the functionality of their own personal equipment (e.g., computer, tablet, phone, speakers, microphone, camera, Internet connection, etc.).

- 3.1. If a participant's equipment causes a hindrance to the meeting (e.g., audio feedback, glitchy images, excessive background noise, etc.), the chair, or an individual acting under the direction of the chair, shall disable or disconnect the distracting component.
- 3.2. A member's inability to participate in the meeting, if caused by the member's equipment or connection (even an inability to attend or to vote), shall not invalidate the meeting or any of its proceedings.
- 3.3. Any questions or issues with technical difficulties shall be e-mailed to [webinars@adha.net](mailto:webinars@adha.net)

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## ELECTRONIC RULES FOR VIRTUAL HOUSE OF DELEGATES

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4. SEEKING THE FLOOR. To seek the floor, a participant shall click the RAISE HAND button (or similar feature as directed by the chair).
5. VOTING. During a virtual House of Delegates, the voting (including the election of officers) shall be held electronically by a method selected in advance by the Speaker of the House. If technical issues hinder the performance of the electronic voting, a different electronic method may be used.
  - 5.1. TABULATION. In an electronic vote, since the votes are not tabulated by hand, tellers are not appointed. When possible, the tally of the votes shall be displayed to the meeting participants. If such display is not possible, the tally shall be read by the chair or another individual under the direction of the chair.
6. CANDIDATES FORUM.
  - 6.1. ELECTRONIC FORUM. Candidates Forum may be held electronically. Any electronic Candidates Forum shall simulate, as closely as practicable, an in-person Candidates Forum, and the rules applicable to an in-person Candidates Forum shall apply to an electronic Candidates Forum as closely as practicable.
7. ASSISTANTS AND TECHNICIANS. Before and during the virtual House of Delegates, the Speaker of the House shall appoint assistants and technicians as needed to facilitate the operation of the virtual house.
8. REFERENCE COMMITTEE HEARINGS. Reference Committee Meetings and Hearings may be held electronically. Any electronic hearing shall simulate, as closely as practicable, an in-person hearing, and the rules applicable to an in-person Reference Committee Hearing shall apply to an electronic Reference Committee Hearing as closely as practicable.

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## GENERAL RULES OF CONDUCT FOR REFERENCE COMMITTEES

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Reference committees are appointed by the President of the Association in consultation with the Speaker of the House at least 30 days in advance of each annual session to allow publication of appointments and assignments of duties in the delegates' manual. and Each reference committee shall consist of five (5) officially certified delegates or alternates, one of who is designated chair. All reference committee personnel shall have attended as a delegate or alternate for at least one previous annual session.

It shall be the duty of the reference committees to consider all reports, recommendations, resolutions and bylaws amendments referred to them, as well as ~~to~~ conduct open hearings; and report their recommendations to the House of Delegates. The chair of the reference committee shall preside at the open hearings and the meeting at which the report is prepared, both of which should be conducted in accordance with parliamentary procedures. The recommendations of the committee shall be formulated in executive session. Committee recommendations shall be based on hearings, testimony, and information from staff or other authority and in consideration of ADHA's best interests. The committee is not required to base its recommendations on the majority view expressed during open hearings. Minority reports are permitted at the request of the minority when the committee is unable to reach full consensus.

In a virtual House of Delegates session, the chair of the reference committee shall designate a second member of the committee who shall, in the event the chair is unable to do so, preside at committee meetings and present the committee's report to the HOD.

**Commented [BV4]:** Justification: Necessary for a virtual meeting.

### Rules of Conduct for Reference Committee Hearings

- Reference committees ~~s hearings~~ are open hearings to all attendees. Audio taping for personal use is permissible.
- Members of the association wishing to testify will submit testimony at least 120 minutes prior to the start of the first House of Delegates. ~~Testimony will be designated~~ Members shall designate their testimony as written only or written and verbal. Testimony boxes are placed at the credentialing desk in the registration area. The committee will allot time based on the number of PRs, PBYS and reports assigned to that committee. For a virtual House of Delegates, testimony to be heard during open reference committee hearings shall be submitted by the Wednesday prior to the opening of the House of Delegates meeting.
- Members who have submitted testimony by the deadline will be given priority in speaking at the reference committee hearing, as time permits. The reference committee

**Commented [KP5]:** Justification: Reference Committees are not open hearings. The committees go into executive session once the hearings are over. Therefore, the sentence needs to be restructured to point to the fact that the hearings themselves are open, not committees..

**Commented [BV6]:** Justification: Necessary for a virtual meeting.

will review all testimony and recommendations, or considerations will be noted in the reference committee report.

- Members will be afforded an opportunity to present specific pertinent questions to the reference committee. A member may submit testimony at any time during the hearing. Testimony designated as verbal, received by the chair during the hearing, will be heard as time allows. For a virtual House of Delegates, all testimony received after the Wednesday prior to the beginning of the House of Delegates and during open hearings shall be written only and shall be added to reference committee testimony previously submitted.

**Commented [BV7]:** Justification: Necessary for a virtual meeting.

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## GENERAL RULES OF CONDUCT FOR REFERENCE COMMITTEES

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### Preparation of Reports to the House of Delegates

- A reference committee shall recommend to the House of Delegates to adopt, reject, amend, postpone indefinitely, or refer all resolutions and proposed bylaws amendments which have been assigned to it. Reference committees may offer supporting comments on their recommendations if such are necessary for the House of Delegates' understanding.
- Reference committee recommendations shall be in standard written form as determined by the Committee on Policy & Bylaws.

### Presentation of Reference Committee Reports to the House of Delegates

- The reports of the reference committees shall be presented by the chair or designated member of the committee. The house will act on each recommendation of the committee as it is presented.
- In the event of a debate, the chair and members of the reference committee should reply to any questions that come from the floor of the House of Delegates. If the reference committee is unable to reply, the Speaker of the House of Delegates may refer the question.
- The chair of the reference committee does retain the right to vote on all business while presenting the committee's report to the House of Delegates.

## Specific Procedures for Reference Committees

### Composition

- The ADHA President shall appoint five officially certified delegates or alternates, including a chairman, at least 30 days prior to the annual ~~session~~ conference.
- There shall be a maximum of four (4) reference committees appointed to review reports and resolutions.
- The chairman of the reference committee shall have previously served on ~~a~~ an ADHA reference committee.

**Commented [KP8]:** ADHA Reference Committee

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## GENERAL RULES OF CONDUCT FOR REFERENCE COMMITTEES

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- Officers, staff and chairs of the councils and committees ~~are to~~ shall be available for consultation upon request of the reference committee.
- Whenever possible, each district shall be represented on at least one reference committee each year and no reference committee shall have more than one delegate or alternate from the same district.
- No candidate for an ADHA ~~elective~~ elected office other than candidates for district trustee ~~including those nominated from the floor~~ may chair or be a member of a reference committee.

**Commented [KP9]:** Justification: A candidate for district Trustee that is not currently on the Board may be a member of a reference committee. A candidate is a candidate and it does not matter when they declare..

### Duties

- Each reference committee member shall attend an orientation meeting, facilitated by the Speaker of the House with the assistance of the parliamentarian.
- The reference committee shall review all reports, recommendations, resolutions, and proposed bylaws amendments referred to them.
- Report to the House of Delegates on all assigned items after conducting open hearings.

### Procedures

- ~~The President~~ Committee on Policy & Bylaws will assign the reports to the committees for consideration.
- Hearings are open to all ADHA members.
- Any member of the association may submit testimony.

**Commented [KP10]:** Justification: Clarification, CPB actually does this, not the president.

- Special forms for use in submitting testimony will be available from the chair of the reference committees, trustees, ADHA web site and at the registration desk. [In the case of a virtual House of Delegates, testimony forms shall be available under House of Delegates resources on the ADHA website.](#) Testimony may also be submitted electronically to RCTestimony@adha.net by using the electronic testimony form located on the HOD webpage. Delegates should retain copies for presentation at the hearing.
- At the opening of the hearing, the chair will announce the schedule of business and the rules by which the meeting will be conducted.
- Speakers shall state their names before testifying.
- Hearings may be held serially.

**Commented [BV11]:** Justification: Necessary for a virtual meeting.

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## GENERAL RULES OF CONDUCT FOR REFERENCE COMMITTEES

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### Reports

- As soon as the hearing is over, the committee is to go into executive session, and work until the report is complete. Central office will furnish special forms to use in preparing the reports. If the committee cannot reach full agreement, a minority report with justification may be made.
- The Speaker of the House shall report to the reference committee at the start of executive session if any resolutions may be considered out of order.
- The committee may consider several similar resolutions together and make one resolution.
- The committee may present a substitute resolution which becomes the main motion. The maker of the original resolution has the right to place the original resolution on the floor as an amendment by substitution.
- Reference committees shall recommend to the House of Delegates the adoption, rejection, amendment, postponement, referral or substitution of all recommendations, resolutions or proposed bylaws amendments which have been assigned to them. Supporting statements may be made but are not required.
- The Speaker of the House will review the reference committee report upon completion to ensure proper formatting. The report will be reviewed and signed by all committee

members. No changes will be made without the permission of the chair, who should be available for consultation.

- The chair or a designated committee member, if credentialed as a voting delegate, is to present the report to the house. The house will act on each item as it is presented. The chair or designated committee member retains the right to vote on each item as presented.
- Written testimony forms that have been submitted to and reviewed by reference committee are considered part of executive session and are to be secured by staff until action is taken by the House of Delegates. At the conclusion of the annual session, copies of the testimony will be sent to the board of trustees and appropriate councils or committees for review.
- Contents of the reference committee reports are considered confidential until they are distributed at district meetings.



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## GENERAL RULES OF CONDUCT FOR CANDIDATES FORUM

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- The Immediate Past President will preside and give opening remarks on how the forum will be conducted. In the event the Immediate Past President is not available, the Sergeant-at-Arms will preside.
- The Sergeant-at-Arms will serve as the timekeeper. If the Sergeant-at-Arms needs to preside over the forum, a page will appointed, by the Sergeant-at-Arms, as the timekeeper.
- All ADHA members may attend the forum and question the candidates. Each member may ask only one question at a time and may not ask a second question during the time for the office under consideration until all others who wish to speak have had a turn. The presiding officer may curtail the question time for each office in order to allow time for all. Any time remaining after all offices have been considered may then be used for general questioning.
- Each candidate must speak on their own behalf and will have five minutes allotted for a speech.
- If there is more than one candidates for each an office, are to the candidates will be questioned at one time as a group. Candidates may speak to any question whether or not it is directed to them.
- In an effort to allow each candidate for office to speak first, candidates for each office will be questioned in a rotating order.
- Once a question has been stated, candidates will have a one-minute timeline to respond to questions and number accordingly after that.
- Time for the forum will be established within the structure of the program and will be held after the first meeting of the House of Delegates. There will be time allotted at the forum according to the number of candidates running for office.

**Commented [KP12]:** Justification: Edits to candidates forum further clarifies process.

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## STANDING RULES OF THE HOUSE OF DELEGATES

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### Credentialing of Delegates/Alternates

#### Annual Allocation of Delegates

The following formula is the "Method of Least Proportionate Error" and shall be used to determine each constituent's annual allocation of delegates:

- A. Count total voting membership in each constituent as of the last day of the fiscal year preceding annual session.
- B. Count total of all voting members in ADHA as of the last day of fiscal year preceding annual session.
- C. Divide total of all voting members of ADHA into the number of members in each constituent to arrive at a proportion of constituent voting members to total ADHA voting members.
- D. Multiply by the number 100, which is the number of delegates to be allocated to each constituent after each constituent is allocated one delegate. Carry to the fourth decimal. The figure arrived at with this calculation determines the number of delegates to be allocated to each constituent (plus the one delegate already calculated).
- E. Take the whole number from this calculation and assign that number of delegates to that constituent. Example: If Alaska's calculation was 1.0201, using the whole number, Alaska would be assigned 1 additional delegate.
- F. Once all whole numbers have been allocated to constituents, rank four decimal calculations in order from highest to lowest. Allocate the remaining delegates to the constituents with the highest four decimal ranking until all 100 delegates have been allocated.
- G. Each Constituent, therefore, receives:
  - 1) One delegate
  - 2) Plus, the number of delegates resulting from whole number calculations
  - 3) Plus, the number of delegates resulting from the decimal calculations

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## STANDING RULES OF THE HOUSE OF DELEGATES

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The delegates are chosen and certified by the constituents. The elected officers and district trustees of the association serve as non-voting members of the house.

Delegate credentialing will be handled by the delegation chair who will issue ribbons, floor passes, attendance cards, voting cards and election credentials to each delegate prior to each meeting of the house. Student delegate credentialing will be handled by the district trustees.

Credentialing will be validated from the delegate/alternate delegation lists submitted by the constituents and the student delegate lists submitted by the district trustees. Individuals not on the list will be credentialed only upon presentation of a current membership card and a letter certifying their delegate/alternate status from the president, secretary or executive director of their constituent or the chair of the delegation.

### Seating of Alternates

Substitution of an alternate on the house floor may be arranged by the delegation chair at any time using the following procedure:

- A. The chair of the delegation shall obtain from the delegate his/her floor pass and attendance card.
- B. The chair of the delegation shall note on the attendance card the name of the alternate being substituted.
- C. The chair of the delegation shall give the attendance card and the floor pass to the alternate being substituted.
- D. The alternate being substituted shall give the attendance card to the Sergeant-at-Arms and show the floor pass for entry into the floor of the house.
- E. Once an alternate has been seated, that delegate may only be reseated during a recess of the house.
- F. [For a virtual House of Delegates, the chair of the delegation shall fill out the substitution form and submit to the sergeant@adha.net.](#)

### Credentialing for Elections

A voting credential card will be provided for each delegate. The card will be signed by the delegate or the alternate, and presented along with the floor pass, to be checked against the list of eligible voters. [For a virtual House of Delegates, the voting feature shall be enabled for participants in accordance with the list of eligible voters.](#)

**Commented [BV13]:** Justification: Necessary for a virtual meeting.

**Commented [BV14]:** Justification: Necessary for a virtual meeting.

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## STANDING RULES OF THE HOUSE OF DELEGATES

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### House Procedures

A floor pass must be signed and worn at all times by the delegate (or the substituted alternate) when on the floor of the house. Alternates not seated on the floor of the house may observe the proceedings of the House of Delegates from a special seating area reserved for them.

### Agenda

To be listed in the House of Delegates manual which is circulated to the delegates 30 days prior to the annual session.

To contain under the proper order of business all proposed amendments to the bylaws, resolutions, reports of officers, staff, committees, councils and any business pertinent to the duties of the house.

### Rules of Conduct for the House

#### General

- While in session, the House of Delegates will be cordoned off from the general membership.
- Tobacco use and the consumption of alcohol are prohibited in the house and gallery.
- Personal communication devices must be silenced during all meetings of the house and persons must leave the house floor to respond to a call.
- Live streaming of the ADHA House of Delegates meeting, including social media, is prohibited.
- The sessions of the House of Delegates are the professional business meetings of the Association and members of the House of Delegates shall attend /participate in all sessions of the House in business/business casual attire. Members of the House of Delegates shall maintain professionalism and respectful behavior at all times.
- An official timekeeper shall be appointed by the Speaker of the House to ensure recess for lunch, dinner, and 15-minute recesses every two hours.
- "Session" means the whole time of doing business; "meeting" means each day's portion.
- Gifts to officers and members are to be presented after the house has adjourned.
- Any conflict of interest shall be stated before speaking in debate on an issue.

- Unauthorized promotional materials shall not be distributed during any business meetings or sessions of the House of Delegates.

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## STANDING RULES OF THE HOUSE OF DELEGATES

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### Control of the Floor

#### *Sergeant-at-Arms*

- Appointed by the president.
- Must have previously served as an ADHA delegate/alternate, and may not be a candidate for elected position, delegate or alternate.
- May have assistants/pages who are not candidates for elected positions or delegates.
- Duties:
  - Safeguard the Standing Rules of the House of Delegates.
  - Be present one hour prior to the first meeting of the house and 30 minutes before each successive meeting, to check pages and allow delegates to be seated on time.
  - Enforce the rules of seating.
  - Direct the work of the pages and assistants.
  - Meet with the Speaker of the House, ~~executive director~~ and pages.
  - Enforce the guidelines for election campaigns.
  - In the event the Immediate Past President is not available to chair the Candidates' Forum, the Sergeant-at-Arms will preside.

Commented [KP15]: Justification: ED/CEo Does not meet

#### *Minutes Review Committee*

- Appointed by the President
- Comprised of three members to include a chair that has previously served on the House of Delegates Minutes Review Committee.
- Minutes shall contain final vote count in the election of officers.
- Minutes of the Board of Trustees and House of Delegates shall follow the same format.
- The Speaker of the House, parliamentarian, and the staff member responsible for recording actions of the House of Delegates shall meet with members of the minutes review committee.
- Minutes Review Committee members cannot be a reference committee member, teller or candidate for elected office.
- Upon receipt of the draft of the House of Delegates actions and assignments, each Minute's Review Committee member shall be given ample time to review the draft minutes. Any discrepancies found should be communicated to the chair.

- The House of Delegates minutes review committee and the secretary of the HOD will prepare the minutes for final approval by the Board of Trustees.

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## STANDING RULES OF THE HOUSE OF DELEGATES

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### Pages

- Appointed by the President prior to the Annual Conference
- Adequate number of pages will be appointed to facilitate the business of the House
- Duties:
  - Be present one hour prior to the first meeting of the house and 30 minutes before each successive meeting.
  - Meet with the Sergeant-at-Arms for a short debriefing session after each house meeting.
  - Deliver written motions to the Speaker of the House.
  - Relay messages from one part of the house to another.
  - Deliver messages to delegates, officers, district trustees and staff.
  - Distribute printed material which has been provided for the clarification of a subject brought before the house.
  - Assist the Sergeant-at-Arms in any other way as needed.

## Parliamentary Procedure Governing House Session

- The rules contained in the current edition of ROBERT'S RULES of ORDER, NEWLY REVISED, shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with the Bylaws and any special rules of order the association may adopt.
- The basic chart of motions (as revised) will be included in the delegates' manual and should be at hand for reference during the meeting.
- Procedure for considering resolutions: Only one substitute motion may be pending at one time to any main motion. This will be the primary amendment. The substitute may have only one minor amendment applied to it at one time. This will be the secondary amendment. Each of these motions will be considered and voted on separately and in reverse order to their proposal.

### ~~Other Procedures to Observe:~~

- When a resolution is presented which amends existing association policy, the entire policy statement shall be open to amendment. However, when a resolution is presented, it is NOT necessary to make editorial changes unless the intent of the resolution is changed. ~~The board of trustees may make required editorial changes.~~ [The](#)

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[Committee on Policy and Bylaws will make editorial changes and the Board of Trustees will approve prior to publishing.](#)

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## STANDING RULES OF THE HOUSE OF DELEGATES

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- Speakers will be limited to three (3) minutes each, but no limit will be placed on the number of times one individual may speak to a question. No person may speak more than once until all others have had the opportunity to speak at least once. The house may vote at any time to limit debate.
- The privilege of debate on the floor of the House of Delegates is limited to the elected officers and district trustees of ADHA and members of the House of Delegates. Individuals who are not delegates may speak if requested to do so by the house. Only delegates may make or second a motion.
- The current lists of officially seated delegates/alternates will be prepared in advance and be available for a roll call vote that may be requested by the House of Delegates.
- In his/her credentials, each delegate will be furnished with one voting card to be used for all decisions other than ballot or roll call votes.

### Preparations for House Actions

Receipt of resolutions, bylaws amendments, code of ethics amendments, and reports in central office will be confirmed in writing to the makers within 10 days and shall be considered as executive session material until reviewed and action is taken by the Committee on Policy & Bylaws. The ADHA staff may be relied upon as content experts.

#### Resolutions

- Must be received by 5:00 p.m. CDT on the last Friday of March before the first meeting of the House of Delegates. Resolutions will then be reviewed by the Committee on Policy & Bylaws.
- Resolutions may be submitted for consideration at [any meeting of the ~~the First and Second~~ House of Delegates](#) with the approval of 2/3 of the delegates seated. ~~and Resolutions submitted at the First or Second House~~ require a ~~simple~~ majority of the delegates seated to be adopted. [Resolutions submitted at the Third House require a 2/3 vote of the delegate seated to be adopted.](#)
- The maker of the resolution presented from the floor of the House of Delegates must provide a sufficient number of copies of the resolution for delegates, alternates, officers, district trustees and the speaker at the maker's expense.

**Commented [BV17]:** Justification: Resolutions may be submitted at any meeting of the House of Delegates and require a 2/3 vote for consideration. Resolutions submitted during the first House require a majority vote for adoption. Resolutions submitted during the third House require a 2/3 vote for adoptions.

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## STANDING RULES OF THE HOUSE OF DELEGATES

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- Resolutions may be submitted by a district, constituent, component, council/committee, officer, Board of Trustees or any voting member of the Association.
- In a resolution or justification, any agency referred to should be spelled out in full, not identified by initials only. Justifications shall be no more than 250 words and shall be printed in the delegates' manual as approved by the maker.
- Any proposed resolution which is ruled out of order by the Speaker of the House shall be subject to appeal. In all cases this appeal will be debatable by the House of Delegates.

### Proposed Bylaws Amendments and Code of Ethics Amendments

- Must be received by 5:00 p.m. CDT on the last Friday of March before the first meeting of the House of Delegates. Amendments will then be reviewed by the Committee on Policy & Bylaws.
- Proposed Bylaws and Code of Ethics amendments requires the vote of two thirds of the entire House of Delegates to be adopted. (Bylaws Article XVI Section 2)
- Amendments may be submitted by the Board of Trustees, a constituent, a component or any voting member of the association.
- In an amendment or justification, any agency referred to should be spelled out in full, not identified by initials only. Justifications shall be no more than 250 words and shall be printed in the delegates' manual as approved by the maker.
- Any proposed bylaws amendment not in conflict with the Illinois Not for Profit Act and/or The Articles of Incorporation or Code of Ethics amendment that has been submitted according to the standing rules may not be ruled out of order by the Speaker of the House.
- Prior to the end of the First House of Delegates, bylaws may be considered for amendment without notice, by a vote of three fourths of the House of Delegates. Adoption of these amendments would require a three fourths vote.

### Reports

- All reports, PRs and PBYS to the house of delegates are to be distributed to each delegate, alternate and elected and appointed officers not less than 45 days prior to the first meeting of the house of delegates.
- Annual reports will be posted upon completion of the committee work for the year up until the first meeting of the House of Delegates.



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## STANDING RULES OF THE HOUSE OF DELEGATES

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### Guidelines for Nomination and Election

#### Objectives

- Provide a method fair to all candidates.
- Provide useful information to delegates.

#### Candidates

- All positions shall be elected by the House of Delegates, refer to appropriate bylaws for qualifications.
- Refer to Bylaws, Article VIII, Section 2.A.1 on voting members of this Association.
- Refer to Bylaws, Article VIII, Section 11, for clarification of the rights of voting members.
- Candidates must give strict observance to the Standing Rules of the House of Delegates as they pertain to campaigning.
- No candidate for ADHA elective office other than district trustee including those nominated from the floor may chair or be a member of a reference committee or serve as a teller.
- All candidates must submit an ADHA Candidate for Elected Office bio-data form to the Nominating Committee by the first Monday in February. Only electronic submissions will be accepted.
- The Nominating Committee shall submit a list of ~~qualified~~ candidates. ~~Refer to~~ (Article IX, Section 3c.)
- ~~All candidates~~ Any member in good standing may be nominated from the floor of the first meeting of the House of Delegates for any available position.

#### Nominations

- A call for Bio Data Forms to be submitted to the Nominating Committee for elected ADHA positions shall be made in ADHA publications immediately following the previous ADHA Annual Session House of Delegates.
- Any ADHA member in good standing may declare their candidacy for an elected position to the Nominating Committee by the first Monday of February.
- A completed ADHA Candidate for Elected Office bio-data form with the elected office sought must be submitted to the Nominating Committee by the first Monday of February prior to annual session to be considered for nomination.
- The Chair of the Nominating Committee will read the slate of candidates at the first meeting of the House of Delegates.

**Commented [KP18]:** Justification: This bullet refers to candidates being nominated from the floor, yet if they are already a candidate, there would be no need for a nomination. It is more consistent to state any member in good standing can be nominated from the floor

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## STANDING RULES OF THE HOUSE OF DELEGATES

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- Individuals who submit to the Nominating Committee after the first Monday of February prior to the annual session must be nominated from the floor of the first meeting of the House of Delegates. These applicants will not be considered by the Nominating Committee.
- Delegates may nominate any member in good standing from the floor at the first meeting of the House of Delegates.
- No other nominations may be made after the close of the first meeting of the House of Delegates.

### Self-Nomination

- The ADHA Bylaws state that ADHA members may self-nominate (Article IX, Section 3c.)
- Self-nomination is defined as the process by which any Professional Member may nominate themselves or be nominated by another Professional Member from the floor of the House of Delegates in accordance with the self-nomination procedure.
- In order to self-nominate, a member must:
  - Be an ADHA Professional Member in good standing
  - Have reviewed the position description and possess the leadership skill sets for the office they intend to seek as outlined by ADHA.
  - Take such action as may be necessary to be nominated from the floor of the applicable House of Delegates in accordance with the House of Delegates Procedures and Standing Rules (see Guidelines for Nomination and Election,)
  - Abide by all requirements of the Standing Rules applicable to nominations from the floor and candidates nominated from the floor (see Guidelines for Nomination and Election)

### Privileges of Slated Candidates

- These candidates will be added to the list of persons receiving delegate information and manuals.
- These candidates shall provide professional summaries limited to 200 words and platform statements limited to 400 words (which includes optional photograph) for each elective office. Candidates will be informed of the deadline date to submit these documents and they must be received by central office by that date in order to be included in the Candidates' Corner on-line publication.
- ADHA Central Office will forward the copy of the professional summary and platform statement to the chair of the Committee on Policy & Bylaws for review.

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## STANDING RULES OF THE HOUSE OF DELEGATES

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### Responsibilities of Candidates Nominated from the Floor

- All candidates nominated at the first house shall participate in Candidates' Forum.
- If a candidate is nominated at the first house, that person's ADHA Bio-Data Form for Candidates for Elected Office must be submitted to the Sergeant-at-Arms prior to the Candidates' Forum.
- A candidate must prepare and submit on a flash drive to the Sergeant-at-Arms, a professional summary limited to 200 words, and a platform statement limited to 400 words. Only professional summaries and platform statements on a flash drive submitted to the Sergeant-at-Arms will be accepted. These items are produced at the candidate's expense and shall include 170 printed copies of each for delegates, trustees and officers. The word count will be verified by the Sergeant-at-Arms. These items will be available at the conclusion of the first house meeting. [In the case of a virtual House of Delegates, all information shall be submitted to the sergeant@adha.net. These items shall be available under the House of Delegates resources on the ADHA website at the conclusion of the first house meeting.](#)
- A delegate nominating a candidate from the floor is allowed one nominating speech, not to exceed two minutes in length.

**Commented [BV19]:** Justification: Necessary for a virtual meeting.

### Candidate Campaign Guidelines

- Questions regarding campaign guidelines will be addressed by the Committee on Policy & Bylaws prior to the first meeting of the House of Delegates. After the opening of the first House of Delegates, the Sergeant-at-Arms will address any questions concerning the campaign guidelines.
- Candidates' professional summaries (limited to 200 words) and platform statements (limited to 400 words and which include an optional photo) will be published in the Candidates' Corner publication. Electronic word counters are permissible.
- Prior to publication, candidates will review and approve their copy-ready professional summary and platform statement. The Candidates' Corner publication will be posted on the House of Delegates page of the Members-Only website 60 days prior to the annual session.
- One campaign poster not to exceed 24" X 36" may be used.
- Candidates will be responsible for the easel that will be provided to them by ADHA.
- Posters may be displayed following nomination in the First House of Delegates at the following locations:
  - Entrance to the house
  - Candidates' forum

- Reference committee
- General registration area
- Any ADHA forums

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## STANDING RULES OF THE HOUSE OF DELEGATES

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- No material other than the Candidates' Corner publication and poster will be allowed prior to or during annual session.
- No campaign material will be distributed on the floor of the house.
- No individual candidate campaign receptions, parties or gifts will be allowed.
- Candidates may distribute only their own professional summary and platform statement as presented in the Candidates' Corner publication via mail, phone, fax or another electronic means within 60 days prior to annual session.
- After the release of the Candidates' Corner publication, candidates may contact district trustees to schedule visits to district meetings at annual session and must speak on their own behalf.
- Candidates may verbally campaign.
- Candidates for office are not precluded from participating in annual session activities unless otherwise prohibited by the standing rules or bylaws.

### Balloting

- Refer to Bylaws, Article VI, Section 10 for the proper procedures for election of candidates for ADHA office.

### Tellers

- ~~At~~ **Prior to** the first meeting of the house, the speaker will appoint five delegates to serve as tellers, none of which are candidates for elective office, one to be designated chair.

### Voting Procedure

- The Speaker of the House, chair of the tellers and parliamentarian will check the ballots for accuracy.
- Voting will be by ballot. Balloting stations will be designated by the chair of the tellers and the secretary of the house. Each delegate will present his/her floor pass and voting credential which will be checked against the tellers' list of eligible voters.
- The tellers will monitor the distribution of ballots.
- A secure receptacle will be provided for holding the ballots until such time as they are tallied. Ballots shall be tallied immediately upon the close of the polls.
- Two of the tellers shall remain with the ballots at all times until the ballots are tallied ~~and the results are posted~~ **and the Speaker declares the candidates elected.**

**Commented [KP20]:** Justification: clarification of actual procedure

**Commented [KP21]:** Justification: results are no longer posted

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## STANDING RULES OF THE HOUSE OF DELEGATES

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### *Election Results*

- The chair of the tellers shall prepare a complete written report consisting of the total number of votes cast for each office, number necessary for election, number received by each candidate and number of illegal votes.
- The Speaker of the House and the chair of the tellers shall review the report for accuracy.
- The chair of the tellers committee shall read the following information for each position to the House of Delegates when announcing the results of the election: (1) number of votes cast, (2) number of votes necessary for election, (3) number of illegal votes, and (4) number of votes received by the candidate who meets the minimum necessary for election. When no candidate receives the minimum number of votes necessary for election, the chair shall read the number of votes for each candidate.
- The Speaker of the House shall read the names of the candidates who have received the majority vote and declare them elected.
- Any delegate may move to have the teller's report read in total. Such a request will be adopted by a majority vote of the assembly.
- All ballots, tally sheets and records are delivered to the secretary of the house for recording in the minutes. The tellers' written report shall be entered in full in the minutes. The secretary will be directed to destroy the file one week after the annual session.

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## STANDING RULES OF THE HOUSE OF DELEGATES

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### DISPOSITION OF HOUSE ACTIONS

- The minutes of the House of Delegates will be approved by the Board of Trustees at its fall board meeting.
- All actions of the House of Delegates will be tracked, and a summary of all activity made available for review. Actions of the HOD include:
  - Proposed resolutions
  - Proposed bylaws amendments
  - Referrals and recommendation from the HOD.
  - Recommendations and referrals from HOD Reference Committees.
- This summary will appear as an addendum to the HOD minutes and will include the following tracking information, as appropriate:
  - Action
  - Disposition
  - Policy reference
  - Key word
  - Current status

FIRST MEETING OF THE HOUSE OF DELEGATES  
AMERICAN DENTAL HYGIENISTS' ASSOCIATION  
NINETY-SEVENTH ANNUAL SESSION

Saturday, June 13, 2020

10:00AM CST

1. ÁCALL TO ORDER BY SPEAKER OF THE HOUSE OF DELEGATES:  
Christina Emmert, RDH, PRP, Speaker of the House
2. ÁOPENING CEREMONIES
3. ÁCERTIFICATION OF A QUORUM
4. ÁADOPTION OF AGENDA
5. ÁADOPTION OF STANDING RULES & PROCEDURES OF THE HOUSE OF DELEGATES
6. ÁAPPOINTMENTS
7. ÁCOMMITTEE ON NOMINATIONS
  - A. ÁPRESENTATION OF THE SLATE
  - B. ÁNOMINATIONS FROM THE FLOOR
8. ÁBUSINESS
9. ÁANNOUNCEMENTS
10. ÁRECESS

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SECOND MEETING OF THE HOUSE OF DELEGATES  
AMERICAN DENTAL HYGIENISTS' ASSOCIATION  
NINETY-SEVENTH ANNUAL SESSION

Sunday, June 14, 2020

10:00AM CST

1. ÁCALL TO ORDER BY THE SPEAKER OF THE HOUSE OF DELEGATES  
Christina Emmert, RDH, PRP, Speaker of the House
2. ÁCERTIFICATION OF A QUORUM
3. ÁBALLOTING
4. ÁANNOUNCEMENT OF ELECTION
5. ÁREPORTS OF REFERENCE COMMITTEES
6. ÁUNFINISHED BUSINESS
7. ÁANNOUNCEMENTS
8. ÁRECESS

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THIRD MEETING OF THE HOUSE OF DELEGATES  
AMERICAN DENTAL HYGIENISTS' ASSOCIATION  
NINETY-SEVENTH ANNUAL SESSION

Sunday, June 14, 2020

1. ÁCALL TO ORDER BY THE SPEAKER OF THE HOUSE OF DELEGATES  
Christina Emmert, RDH, PRP, Speaker of the House

2. ÁINSTALLATION

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YÁ	DI FDCG9.	MCI `G5 M`	-BH9FFI DH3`	&B83`	8965H93`	5A9B83`	JCH93`
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## Reference Committee A

Proposed Resolutions

1, 2, 3, 4, 5, 6, 7

Proposed Bylaws Amendments

None

Annual Reports

Committee on Policy & Bylaws

AR-III-F-1

Executive Committee

AR-III-H-1

Finance Committee

AR-III-I-1

Nominating Committee

AR-III-J-1

## Reference Committee B

Proposed Resolutions

8, 9, 10, 11, 12, 13, 14

Proposed Bylaws Amendments

1

Annual Reports

Report of Organization

AR-I-A-1

Committee on Leadership Development

AR-III-D-1

Constituent Advisory Committee

AR-III-G-1

Institute for Oral Health

AR-IV-A-1

## Reference Committee C

Proposed Resolutions

15, 16, 17, 18, 19, 20

Proposed Bylaws Amendments

None

Annual Reports

Board of Trustees

AR-II-C-1

ADHA Board Governance Manual Committee

AR-III-A-1

Awards Committee

AR-III-B-1

Committee on Annual Conference

AR-III-C-1

Committee on National Boards

AR-III-E-1

**Reference Committee A**

Kate Soal, RDH, RDH, Chair, Massachusetts	District I
Alwyn Leiba, RDH, Florida	District IV
Pam Larabee, RDH, BAS, MA Arizona	District XI
Becky Comstedt, RDH, Colorado	District X
Jaclyn Klepado, BSDH, RDH, New Jersey	District II

**Reference Committee B**

Kristin Minihan-Anderson, RDH, Chair, Connecticut	District II
Emilie Bonovitch, RDH, BSDI, Virginia	District III
Jennifer Hasch, RDH, Kentucky	District V
Carrie Fowler, RDH, Mississippi	District VI
Alyssa Delgado, RDH, MSDH, Minnesota	District VII

**Reference Committee C**

Jessica August, RDH, BSDH, MSDH, Chair, Idaho	District XII
Janessa Bock, RDH, AS, AAS, Texas	District IX
Emily Mallory, RDH, North Dakota	District VII
Heather Hessheimer, RDH, Nebraska	District VIII
Suzanne Newkirk, RDH, Georgia	District IV

**Minutes Review Committee**

Kate Zacher, RDH, Chair, Washington	District XII
Jessica Atkinson, BSDH, MEd, Utah	District X
Joy Void -Holmes, DSHc, Maryland	District III

2  
3 **Proposed By:** ADHA Board of Trustees

4  
5 **RESOLUTION:** That ADHA amend Article IX, Section 3c. of the Bylaws be to read:

- 6
- 7 a. **Authority and Responsibilities.** The Nominating Committee shall submit to the
- 8 Board of Trustees and the House of Delegates, a list of all slated and un-slated
- 9 candidates, with permission of the un-slated candidates, to succeed those whose
- 10 terms are expiring. The Nominating Committee shall also evaluate potential
- 11 candidates to fill vacancies and such other positions as the Board of Trustees may
- 12 determine. Current members of the Nominating Committee are not eligible to be
- 13 nominated for elected office. ~~Association members may self-nominate as outlined in~~
- 14 ~~the Standing Rules.~~

15 **Justification:** This statement does not apply to the authority and responsibilities of the  
16 nominating committee. The term "self-nominate" is not defined in Robert's Rules and has  
17 been interpreted by ADHA to mean the process of being nominated from the floor, which  
18 can be done to nominate yourself or to nominate someone else.

19 In the ADHA standing rules on pages DM-II-20 and 21 under candidates and nominations,  
20 there are already provisions for a member being nominated from the floor. The term "self-  
21 nomination" has caused confusion and disruption to the HOD and members would be  
22 better served to strike the current wording from the bylaws. If this amendment passes, it  
23 would also be recommended that the HOD amend the standing rules to remove the  
24 section on self-nominations. Members will still be able to be nominated from the floor  
25 without this wording.

- 26
- 27  Finds acceptable for consideration
- 28  Makers were asked to withdraw
- 29  Considers inappropriate as administrative or procedural matter
- 30  Considers this an ongoing procedure
- 31  Included in proposed budget
- 32  Considers in conflict with ADHA Bylaws
- 33  Considers in conflict with existing policy
- 34  Considers this a duplication of current policy
- 35  No comment
- 36  Comment
- 37

38 Action recommended by the **Board of Trustees:**

39  
40  Adopt  Adopt as amended  Refer  Reject  Other

41  
42 Action recommended by the **Reference Committee:**

43  
44  Adopt  Adopt as amended  Refer  Reject  Other

45  
46 **Final Action:**

47  
48  Adopted  Adopted as amended  Referred  Rejected  Other

2  
3 **Proposed By:** ADHA Board of Trustees

4  
5 **RESOLUTION:** That ADHA amend Discrimination 4-01 to read:

6  
7 The American Dental Hygienists' Association advocates a [safe](#) work environment [that](#)  
8 [promotes wellness and is](#) free of discrimination and harassment.

9  
10  
11 **Justification:** It is necessary to revise policy in response to the COVID-19 pandemic.

- 12
- 13  Finds acceptable for consideration
- 14  Makers were asked to withdraw
- 15  Considers inappropriate as administrative or procedural matter
- 16  Considers this an ongoing procedure
- 17  Included in proposed budget
- 18  Considers in conflict with ADHA Bylaws
- 19  Considers in conflict with existing policy
- 20  Considers this a duplication of current policy
- 21
- 22  No comment
- 23  Comment

24  
25 Action recommended by the Board of Trustees:

26  
27  Adopt  Adopt as amended  Refer  Reject  Other

28  
29 Action recommended by the Reference Committee:

30  
31  Adopt  Adopt as amended  Refer  Reject  Other

32  
33 Final Action:

34  Adopted  Adopted as amended  Referred  Rejected  Other

2  
3 **Proposed By:** ADHA Board of Trustees

4  
5 **RESOLUTION:** That ADHA amend Terrorism & Catastrophe 9-03 to read:

6  
7 The American Dental Hygienists' Association supports the inclusion and utilization of  
8 dental hygienists in response to events of terrorism, ~~and~~ catastrophe, [public health or](#)  
9 [national emergencies.](#)

10  
11 **Justification:** It is necessary to develop policy in response to the COVID-19 pandemic.

- 12
- 13
- 14  Finds acceptable for consideration
- 15  Makers were asked to withdraw
- 16  Considers inappropriate as administrative or procedural matter
- 17  Considers this an ongoing procedure
- 18  Included in proposed budget
- 19  Considers in conflict with ADHA Bylaws
- 20  Considers in conflict with existing policy
- 21  Considers this a duplication of current policy

22  
23  No comment

24  Comment

25 Á

26  
27 Action recommended by the Board of Trustees:

28  
29  Adopt  Adopt as amended  Refer  Reject  Other

30  
31 Action recommended by the Reference Committee:

32  
33  Adopt  Adopt as amended  Refer  Reject  Other

34  
35 Final Action:

36  
37  Adopted  Adopted as amended  Referred  Rejected  Other

38  
39  
40 Á



1 **PROPOSED RESOLUTION: 3**

**ASSIGNMENT: A**

2  
3 **Proposed By:** ADHA Board of Trustees

4  
5 **RESOLUTION:** That ADHA adopt the following policy:

6  
7 [The American Dental Hygienists' Association advocates dental hygienists receive enhanced](#)  
8 [employee benefits during public health or national emergencies.](#)

9  
10 **Justification:** It is necessary to develop policy in response to the COVID-19 pandemic.

- 11
- 12  Finds acceptable for consideration
- 13  Makers were asked to withdraw
- 14  Considers inappropriate as administrative or procedural matter
- 15  Considers this an ongoing procedure
- 16  Included in proposed budget
- 17  Considers in conflict with ADHA Bylaws
- 18  Considers in conflict with existing policy
- 19  Considers this a duplication of current policy

20  
21  No comment

22  Comment

23 Á

24  
25 Action recommended by the Board of Trustees:

26  
27  Adopt  Adopt as amended  Refer  Reject  Other

28  
29 Action recommended by the Reference Committee:

30  
31  Adopt  Adopt as amended  Refer  Reject  Other

32  
33 Final Action:

34  
35  Adopted  Adopted as amended  Referred  Rejected  Other

36  
37 Á

2  
3 **Proposed By:** ADHA Board of Trustees

4  
5 **RESOLUTION:** That ADHA adopt the following policy:

6  
7 [The American Dental Hygienists' Association advocates for adherence to local, state, and](#)  
8 [federal guidelines for oral health care services established during public health or national](#)  
9 [emergencies.](#)

10  
11 **Justification:** It is necessary to develop policy in response to the COVID-19 pandemic.

- 12
- 13  Finds acceptable for consideration
- 14  Makers were asked to withdraw
- 15  Considers inappropriate as administrative or procedural matter
- 16  Considers this an ongoing procedure
- 17  Included in proposed budget
- 18  Considers in conflict with ADHA Bylaws
- 19  Considers in conflict with existing policy
- 20  Considers this a duplication of current policy

21  
22  No comment

23  Comment

24 Á

25 Action recommended by the Board of Trustees:

26  
27  Adopt  Adopt as amended  Refer  Reject  Other

28  
29 Action recommended by the Reference Committee:

30  
31  Adopt  Adopt as amended  Refer  Reject  Other

32  
33 Final Action:

34  Adopted  Adopted as amended  Referred  Rejected  Other

35  
36 Á

1 **PROPOSED RESOLUTION: 5**

**ASSIGNMENT: A**

2  
3 **Proposed By:** ADHA Board of Trustees

4  
5 **RESOLUTION:** That ADHA adopt the following policy:

6  
7 The American Dental Hygienists' Association supports the use of reliable sources and the  
8 widespread distribution of evidence-based practices for critical response decision making  
9 during public health or national emergencies.

10  
11 **Justification:** It is necessary to develop policy in response to the COVID-19 pandemic.

- 12
- 13
- 14  Finds acceptable for consideration
- 15  Makers were asked to withdraw
- 16  Considers inappropriate as administrative or procedural matter
- 17  Considers this an ongoing procedure
- 18  Included in proposed budget
- 19  Considers in conflict with ADHA Bylaws
- 20  Considers in conflict with existing policy
- 21  Considers this a duplication of current policy

22  
23  No comment

24  Comment

25 Á

26  
27 Action recommended by the Board of Trustees:

28  
29  Adopt  Adopt as amended  Refer  Reject  Other

30  
31 Action recommended by the Reference Committee:

32  
33  Adopt  Adopt as amended  Refer  Reject  Other

34  
35 Final Action:

36  
37  Adopted  Adopted as amended  Referred  Rejected  Other

38  
39  
40 Á

2  
3 **Proposed By:** ADHA Board of Trustees

4  
5 **RESOLUTION:** That ADHA amend Interprofessional Education, 5-16 to read:

6  
7 The American Dental Hygienists' Association ~~advocates for the integration of~~ supports  
8 *interprofessional education* ~~into~~ in the dental hygiene curriculum.

9  
10 **Justification:** CODA Standard 2-15 requires interprofessional education in the dental  
11 hygiene curriculum. This amended policy supports what already exists rather than  
12 advocating for integration of something that has been made a standard.

13  
14 CODA Standard 2-15: "Graduates must be competent in communicating and collaborating  
15 with other members of the health care team to support comprehensive patient  
16 care...Students should understand the roles of members of the health-care team and have  
17 educational experiences that involve working with other health-care professional students  
18 and practitioners..."

- 19
- 20  Finds acceptable for consideration
- 21  Makers were asked to withdraw
- 22  Considers inappropriate as administrative or procedural matter
- 23  Considers this an ongoing procedure
- 24  Included in proposed budget
- 25  Considers in conflict with ADHA Bylaws
- 26  Considers in conflict with existing policy
- 27  Considers this a duplication of current policy
- 28  No comment
- 29  Comment

30 **Á**  
31  
32 Action recommended by the **Board of Trustees:**

33  
34  Adopt  Adopt as amended  Refer  Reject  Other

35  
36 Action recommended by the **Reference Committee:**

37  
38  Adopt  Adopt as amended  Refer  Reject  Other

39  
40 **Final Action:**

41  
42  Adopted  Adopted as amended  Referred  Rejected  Other

43  
44  
45 **Á**

2  
3 **Proposed By:** ADHA Board of Trustees

4  
5 **RESOLUTION:** That ADHA amend Curriculum, 11-00/14S-90, to read:

6  
7 The American Dental Hygienists' Association supports the development and  
8 implementation of ~~flexibly scheduled and technologically advanced~~ innovative educational  
9 *delivery systems* only when clinical, didactic and laboratory education is provided through  
10 an *accredited dental hygiene program*.

11  
12 **Justification:** The words flexibly scheduled refers to synchronous versus asynchronous  
13 web-based content. The word innovative is broader.

- 14
- 15  Finds acceptable for consideration
- 16  Makers were asked to withdraw
- 17  Considers inappropriate as administrative or procedural matter
- 18  Considers this an ongoing procedure
- 19  Included in proposed budget
- 20  Considers in conflict with ADHA Bylaws
- 21  Considers in conflict with existing policy
- 22  Considers this a duplication of current policy
- 23  No comment
- 24  Comment
- 25 Á

26  
27 Action recommended by the **Board of Trustees:**

28  
29  Adopt  Adopt as amended  Refer  Reject  Other

30  
31 Action recommended by the **Reference Committee:**

32  
33  Adopt  Adopt as amended  Refer  Reject  Other

34  
35 **Final Action:**

36  
37  Adopted  Adopted as amended  Referred  Rejected  Other

38  
39  
40 Á

2  
3 **Proposed By:** District II (Connecticut, New Jersey, New York, Pennsylvania), District VI  
4 (Arkansas, Louisiana Mississippi, Tennessee), Georgia, Florida, South Carolina

5  
6 **RESOLUTION:** That ADHA adopt the following policy:

7  
8 [ADHA advocates for every dental hygienist to apply for and obtain an NPI \(National](#)  
9 [Provider Identification\) number.](#)

10  
11 **Justification:** ADHA supports the role of the dental hygienist as a primary care  
12 professional. The National Provider Identification (NPI) system acknowledges and verifies  
13 primary care providers with a unique numerical combination. This national program  
14 documents the proportion of professionals available to treat patients in each specialty and  
15 is required for insurance payment.

16  
17 Enrolling a significant number of hygienists with the NPI system will confirm the existence  
18 of an untapped resource for providing primary oral health services to over 50% of our  
19 nation who do not regularly visit a dental office.

- 20
- 21  Finds acceptable for consideration
- 22  Makers were asked to withdraw
- 23  Considers inappropriate as administrative or procedural matter
- 24  Considers this an ongoing procedure
- 25  Included in proposed budget
- 26  Considers in conflict with ADHA Bylaws
- 27  Considers in conflict with existing policy
- 28  Considers this a duplication of current policy
- 29  No comment
- 30  Comment

31 **Á**  
32 Action recommended by the **Board of Trustees:**

33  
34  Adopt  Adopt as amended  Refer  Reject  Other

35  
36 Action recommended by the **Reference Committee:**

37  
38  Adopt  Adopt as amended  Refer  Reject  Other

39  
40 **Final Action:**

41  Adopted  Adopted as amended  Referred  Rejected  Other

42  
43 **Á**

2  
3 **Proposed By:** District XI (Arizona)

4  
5 **RESOLUTION:** That ADHA adopt the following policy:

6  
7 The American Dental Hygienists’ Association supports the federal government’s Fair Labor  
8 Standards Act in which dental hygienists must, as employees, be issued a W2 by their  
9 permanent or temporary employers with appropriate government withholdings made from  
10 their wages, as appropriate to this statute.

11  
12 **Justification:** This action helps to maintain the value and worth of dental hygienists in  
13 the healthcare industry. According to the U.S. Bureau of Labor Statistics, 219,800  
14 hygienists were employed in 2018. Most dental hygienists are classified as employees, not  
15 independent contractors per the federal labor laws. Many hygienists across the country  
16 find temporary work with traditional dental offices. Problems occur when employers do not  
17 wish to issue the hygienist a W2 or withhold appropriate taxes, instead telling the  
18 hygienist they are independent contractors and must take responsibility for withholdings  
19 themselves. This creates an unfair financial burden to the hygienist and allows the  
20 employer to avoid paying their fair share of the cost of having employees. The number of  
21 hygienists who are self-employed or independent contractors is nominal; The ADHA 2019  
22 Salary and Benefits Survey found that only 4% of the respondents fit into this category.

- 23
- 24  Finds acceptable for consideration
- 25  Makers were asked to withdraw
- 26  Considers inappropriate as administrative or procedural matter
- 27  Considers this an ongoing procedure
- 28  Included in proposed budget
- 29  Considers in conflict with ADHA Bylaws
- 30  Considers in conflict with existing policy
- 31  Considers this a duplication of current policy
- 32  No comment
- 33  Comment

34 Á  
35 Action recommended by the **Board of Trustees:**

36  
37  Adopt  Adopt as amended  Refer  Reject  Other

38  
39 Action recommended by the **Reference Committee:**

40  
41  Adopt  Adopt as amended  Refer  Reject  Other

42  
43 **Final Action:**

44  
45  Adopted  Adopted as amended  Referred  Rejected  Other

46  
47  
48 Á

2  
3 **Proposed By:** District VIII (Illinois, Iowa, Kansas, Missouri, Nebraska), Maryland &  
4 District of Columbia

5  
6 **RESOLUTION:** That ADHA adopt the following glossary term of Orofacial Myofunctional  
7 Therapy (OMT):

8  
9 Treatment of the orofacial musculature to improve muscle balance & tonicity, enable  
10 functional breathing, & establish correct functional activities of the tongue, lips & mandible  
11 so that normal growth & development of the face and dentition may take place in a stable,  
12 homeostatic environment for patients of all ages. It includes treatment of parafunctional  
13 habits for the elimination of noxious oral habits, TMJ muscular dysfunction (TMD) due to  
14 bruxism, clenching, muscle bracing, range of motion activities or postural habits, &  
15 facilitates the bio-mechanics of nasal breathing and respiration.

16  
17 **Justification:** There are Registered Dental Hygienists who are practicing Orofacial  
18 Myofunctional Therapy (OMT) with formal training and others who have achieved  
19 certification through clinical and didactic education by an independent non-commercial or  
20 non-profit entities or organizations. ADHA needs to adopt a formal definition of OMT.  
21 Currently there is no state licensing or registration process for OMT. ADHA must  
22 proactively help protect RDH who practice without the supervision of any other licensed  
23 oral healthcare professional or medical healthcare professional by having a formal  
24 definition in policy.

- 25
- 26  Finds acceptable for consideration
- 27  Makers were asked to withdraw
- 28  Considers inappropriate as administrative or procedural matter
- 29  Considers this an ongoing procedure
- 30  Included in proposed budget
- 31  Considers in conflict with ADHA Bylaws
- 32  Considers in conflict with existing policy
- 33  Considers this a duplication of current policy
- 34  No comment
- 35  Comment

36  
37 Action recommended by the **Board of Trustees:**

38  
39  Adopt  Adopt as amended  Refer  Reject  Other

40  
41 Action recommended by the **Reference Committee:**

42  
43  Adopt  Adopt as amended  Refer  Reject  Other

44  
45 **Final Action:**

46  
47  Adopted  Adopted as amended  Referred  Rejected  Other

48  
49 Á



2  
3 **Proposed By:** District VIII (Illinois, Iowa, Kansas, Missouri, Nebraska), Maryland &  
4 District of Columbia

5  
6 **RESOLUTION:** That ADHA adopt the following policy:

7  
8 The American Dental Hygienists' Association acknowledges and supports registered dental  
9 hygienists who are trained in Orofacial Myofunctional Therapy (OMT) and who have also  
10 taken proficiency boards to become a Certified Orofacial Myologist (COM®).  
11 The scope of practice for those certified in Orofacial Myofunctional Therapy includes the  
12 assessment, comprehensive examination, formulation of a differential diagnosis,  
13 development of an individualized client-centered treatment plan, and implementation of  
14 the treatment plan for clients of all ages with orofacial myology dysfunctions, without the  
15 supervision of another licensed healthcare professional. Be it known that a Registered  
16 Dental Hygienist with OMT training or COM® certification is not permitted to practice  
17 dental hygiene procedures outside of the supervision statutes outlined in their individual  
18 state dental hygiene practice acts.

19  
20 **Justification:** ADHA has a policy statement on Orofacial Myofunctional Therapy (1992),  
21 however, it does not offer enough explanation or supportive language to be proactive  
22 and/or protective of RDHs certified in OMT. The association needs a more definitive  
23 statement. Dental Hygienists currently are practicing Orofacial Myofunctional Therapy and  
24 clinically providing direct client services without the supervision of another licensed oral  
25 healthcare professional. ADHA must be proactive to support the RDH and look to the  
26 future for ways to include and recognize other certifications for dental hygienists.  
27 Additionally, many states are adopting similar language and when a legal precedent is set  
28 then there should be policy statements to protect RDH's practicing OMT.

- 29  
30  
31  Finds acceptable for consideration  
32  Makers were asked to withdraw  
33  Considers inappropriate as administrative or procedural matter  
34  Considers this an ongoing procedure  
35  Included in proposed budget  
36  Considers in conflict with ADHA Bylaws  
37  Considers in conflict with existing policy  
38  Considers this a duplication of current policy  
39  No comment

- 40  Comment  
41 •Á The second sentence to the end of the policy should be placed into the justification.  
42 This is more of a description of OMT and not an actual policy."

43  
44 Action recommended by the **Board of Trustees:**

- 45  
46  Adopt  Adopt as amended  Refer  Reject  Other  
47 •Á By striking line 11-18.

48  
49 **Justification:** Concur with comments of the Committee on Policy and Bylaws.

50  
51 Action recommended by the **Reference Committee:**

52  
53 \_\_\_ Adopt \_\_\_ Adopt as amended \_\_\_ Refer \_\_\_ Reject \_\_\_ Other

54

55 **Final Action:**

56 \_\_\_ Adopted \_\_\_ Adopted as amended \_\_\_ Referred \_\_\_ Rejected \_\_\_ Other

1 **PROPOSED RESOLUTION: 12**

**ASSIGNMENT: B**

2  
3 **Proposed By:** Maryland & District of Columbia

4  
5 **RESOLUTION:** That ADHA adopt the following policy:

6  
7 [The American Dental Hygienists’ Association supports the development and](#)  
8 [implementation of specialty certification program opportunities for registered dental](#)  
9 [hygienists through legitimate and reputable healthcare organizations.](#)

10  
11 **Justification:** There are current intraprofessional organizations looking into specialty  
12 certification opportunities for dental hygienists. One certification, the orofacial  
13 myofunctional therapist, is already available to dental hygienists through the International  
14 Association of Orofacial Myology. Being that nurses have several areas of specialty  
15 certification; it only seems right that dental hygienists think progressively in trying to  
16 specialize in order to meet the increasingly complex needs of various patient populations.  
17 It is believed that the increasingly complex patient/client needs within the current  
18 healthcare delivery system, are best met when healthcare practitioners are given an  
19 opportunity to attain certifications in specialty areas of practice.

- 20
- 21  Finds acceptable for consideration
- 22  Makers were asked to withdraw
- 23  Considers inappropriate as administrative or procedural matter
- 24  Considers this an ongoing procedure
- 25  Included in proposed budget
- 26  Considers in conflict with ADHA Bylaws
- 27  Considers in conflict with existing policy
- 28  Considers this a duplication of current policy
- 29  No comment
- 30  Comment

31  
32 Action recommended by the **Board of Trustees:**

33  
34  Adopt  Adopt as amended  Refer  Reject  Other

35  
36 **Justification:** The wording of this proposed policy is outside of the scope of ADHA policy  
37 to refer to another organization in a directive manner asking for the development and  
38 implementation of specialty certification.

39  
40 Action recommended by the **Reference Committee:**

41  
42  Adopt  Adopt as amended  Refer  Reject  Other

43  
44 **Final Action:**

45  
46  Adopted  Adopted as amended  Referred  Rejected  Other

2  
3 **Proposed By:** District of Columbia, New Jersey, Tennessee, Florida, and New York

4  
5 **RESOLUTION:** That ADHA adopt the following policy:

6  
7 [The American Dental Hygienists’ Association recognizes virulent, disease causing oral](#)  
8 [biofilm as a significant factor in overall health.](#)

9  
10 **Justification:** PREVENTION AND WELLNESS

11 The American Dental Hygienists’ Association advocates evidence based oral health  
12 management strategies for the prevention of oral and systemic diseases. Prevention 2S-  
13 05/30-75.

14  
15 There is currently no policy for the disruption of dental biofilm.

16  
17 As scientific evidence and medical science continue to correlate the influence that oral  
18 biofilm has on noncommunicable systemic diseases, dentistry must recognize the capacity  
19 that dental professionals have to aide in lowering the impact of, active disease,  
20 management of disease and prevention of disease through the biofilm disruption, by way  
21 of inflammation management.

22  
23 Emerging medical science, research and technologies have enabled dental personnel to  
24 provide more thorough biofilm disruption therapies, then traditional methods, that are  
25 more comprehensive for improving the oral and systemic health of patients. Recent  
26 medical science and research are making a direct link of the oral bacteria, ie P. Gingivalis,  
27 to many noncommunicable diseases such as; cardiovascular disease, Alzheimer’s,  
28 rheumatoid arthritis, kidney disease, chronic inflammation and increased risk for some  
29 cancers. Dental clinicians need to recognize and adapt new treatment modalities to aide in  
30 the disruption of oral biofilm and its associated inflammation. 1,2,3,4,5

31  
32 To date, a direct link has been proven through medical research, as well as documented in  
33 medical journals, making a direct correlation between P. Gingivalis being found in the  
34 synovial fluid of rheumatoid arthritis patients, as well as being found in the brains of  
35 Alzheimer’s patients.6,7

36  
37 Dental clinicians need to recognize and adopt new treatment methods to aid in the  
38 disruption of oral bacteria and the associated inflammation for the prevention and  
39 management of systemic disease.

40  
41 1. Aguilera EM, Suvan J, Buti J, et al. Periodontitis is associated with hypertension. A  
42 systematic review and meta-analysis. Cardiovasc Res. 2019. 2 2018 ESC/ESH Guidelines  
43 for the management of arterial hypertension. Eur Heart J. 2018;39:3021-3104.  
44 doi:10.1093/eurheartj/ehy339. [https://academic.oup.com/cvrd/article-](https://academic.oup.com/cvrd/article-lookup/doi/10.1093/cvr/cvz201)  
45 [lookup/doi/10.1093/cvr/cvz201](https://academic.oup.com/cvrd/article-lookup/doi/10.1093/cvr/cvz201)  
46 2. Zeng XT, Xia LY, Zhang YG, Li S, Leng WD, Kwong JS. Periodontal Disease and  
47 Incident Lung Cancer Risk: A Meta-Analysis of Cohort Studies. J Periodontol 2016;1-13.  
48 3. Jacob JA. Study Links Periodontal Disease Bacteria to Pancreatic Cancer Risk. JAMA  
49 2016;315:2653-4.  
50 4. Oguz et al. "Is There a Relationship Between Chronic Periodontitis and Erectile  
51 Dysfunction?" The Journal of Sexual Medicine 2012. DOI: 10.1111/j.1743-  
52 6109.2012.02974.x

- 53 5. Wahid, A. Chaudhry, S., Ehsan, A. et al. (2013). Bidirectional Relationship  
 54 between Chronic Kidney Disease and Periodontal Disease. Park J Med Science. Jan;29  
 55 (1):211-5. Doi 10.12669/pjms.291.2926.
- 56 6. Beatriz Rodríguez-Lozano, Jerián González-Febles, Jorge Luis Garnier-Rodríguez, et al,  
 57 (2019). Association between severity of periodontitis and clinical activity in rheumatoid  
 58 arthritis patients: a case-control study. Arthritis Research & Therapy volume 21, Article  
 59 number: 27.
- 60 7. Singhrao S. K., Olsen I. Assessing the role of Porphyromonas gingivalis in periodontitis  
 61 to determine a causative relationship with Alzheimer's disease. Journal of Oral  
 62 Microbiology. 2019;11(1) doi: 10.1080/20002297.2018.1563405.1563405

- 63  Finds acceptable for consideration
- 64  Makers were asked to withdraw
- 65  Considers inappropriate as administrative or procedural matter
- 66  Considers this an ongoing procedure
- 67  Included in proposed budget
- 68  Considers in conflict with ADHA Bylaws
- 69  Considers in conflict with existing policy
- 70  Considers this a duplication of current policy
- 71  No comment

- 72  Comment:
- 73 •The justification starts out with an existing policy that the committee feels is broad  
 74 and covers the proposed policy.
- 75 •The second line of the justification states "there is currently no policy for the  
 76 disruption of dental biofilm." The policy that has been submitted does not match this  
 77 part of the justification.
- 78 •We prefer the policies to be broad in nature and not laundry list everything that is a  
 79 significant factor in overall health.

80

81 Action recommended by the **Board of Trustees:**

82

83  Adopt  Adopt as amended  Refer  Reject  Other – **Withdraw**

84

85 **Justification:** Concur with the Committee on Policy and Bylaws.

86

87 Action recommended by the **Reference Committee:**

88

89  Adopt  Adopt as amended  Refer  Reject  Other

90

91 **Final Action:**

92

93  Adopted  Adopted as amended  Referred  Rejected  Other

94 Á

2  
3 **Proposed By:** District of Columbia, New Jersey, Tennessee, Florida, and New York

4  
5 **RESOLUTION:** That ADHA adopt the following glossary term for Oral Biofilm:

6  
7 Oral Biofilm: is a complex, highly organized, three-dimensional communal arrangement  
8 of virulent microorganisms that adhere to a surface where moisture and nutrients are  
9 available<sup>1</sup>

10  
11 **Justification:** "Plaque is now defined as oral biofilm and is recognized as a much more  
12 complex material functioning through coordination of bacteria within a protective slime  
13 matrix. Extensive data and research have demonstrated that the oral biofilm causing  
14 periodontal and peri-implant disease has systemic effects and has been connected to  
15 numerous medical conditions."<sup>2</sup>

16  
17 It is important to define the term, **Oral Biofilm**, as it applies to the role of the dental  
18 hygienist as a preventative specialist in the effective management of inflammation,  
19 patient education, appropriate debridement techniques, technologies, and biohazard  
20 management.

21 1. Boyd, L., Wyche, C., Mallonee, L. (2019). ***Wilkins' Clinical Practice of the Dental***  
22 ***Hygienist, Thirteenth Edition.***

23  
24 2. Kurtzman, G. (). Biofilms: The Oral Systemic Connection. CDE World E-Book  
25 retrieved from:

26 <https://cdeworld.com/ebooks/biofilms-the-oral-systemic-connection>

- 27
- 28  Finds acceptable for consideration
- 29  Makers were asked to withdraw
- 30  Considers inappropriate as administrative or procedural matter
- 31  Considers this an ongoing procedure
- 32  Included in proposed budget
- 33  Considers in conflict with ADHA Bylaws
- 34  Considers in conflict with existing policy
- 35  Considers this a duplication of current policy
- 36  No comment
- 37  Comment

38  
39 Action recommended by the **Board of Trustees:**

40  
41  Adopt  Adopt as amended  Refer  Reject  Other – **Withdraw**

42  
43 **Justification:** There is no need for a glossary term definition without corresponding  
44 policy.

45  
46 Action recommended by the **Reference Committee:**

47  
48  Adopt  Adopt as amended  Refer  Reject  Other

49  
50 **Final Action:**

51  Adopted  Adopted as amended  Referred  Rejected  Other

2  
3 **Proposed By:** District of Columbia and Delaware

4  
5  
6 **RESOLUTION:** That ADHA adopt the following policy:

7  
8 [The American Dental Hygienists' Association advocates for the practice of wholistic dentistry to propagate the link between oral and systemic health.](#)

9  
10  
11 **Justification:** The dental hygiene profession has been a longtime advocate of  
12 interprofessional collaboration. It is important for the Association to promote wholistic as  
13 it applies to the role of the dental hygienist and the profession's expanding roles in the  
14 healthcare delivery team, to include treating the whole patient to achieve complete  
15 wellness of the mind, body and the spirit.

- 16  Finds acceptable for consideration
- 17  Makers were asked to withdraw
- 18  Considers inappropriate as administrative or procedural matter
- 19  Considers this an ongoing procedure
- 20  Included in proposed budget
- 21  Considers in conflict with ADHA Bylaws
- 22  Considers in conflict with existing policy
- 23  Considers this a duplication of current policy
- 24  No comment
- 25  Comment
- 26  Current policy, Prevention 2S-05/30-75 is a broader statement

27  
28  
29 Action recommended by the **Board of Trustees:**

30  
31  Adopt  Adopt as amended  Refer  Reject  Other – **Withdraw**

32  
33 **Justification:** Concur with the Committee on Policy and Bylaws.

34  
35 Action recommended by the **Reference Committee:**

36  
37  Adopt  Adopt as amended  Refer  Reject  Other

38  
39 **Final Action:**

40  Adopted  Adopted as amended  Referred  Rejected  Other

41  
42 Á

2  
3 **Proposed By:** District of Columbia and Delaware

4  
5 **RESOLUTION:** That ADHA adopt the following glossary term of wholistic:

6  
7 Wholistic refers to the whole, a whole body of a person or thing. The word defines the  
8 consideration of entire body, mind and the spirit.

9  
10 **Justification:** It is important to define the term, wholistic as it applies to the role of the  
11 dental hygienist and the profession’s expanding roles in the healthcare delivery team, to  
12 include treating the whole patient to achieve complete wellness of the mind, body and the  
13 spirit.

- 14
- 15  Finds acceptable for consideration
- 16  Makers were asked to withdraw
- 17  Considers inappropriate as administrative or procedural matter
- 18  Considers this an ongoing procedure
- 19  Included in proposed budget
- 20  Considers in conflict with ADHA Bylaws
- 21  Considers in conflict with existing policy
- 22  Considers this a duplication of current policy
- 23  No comment
- 24  Comment

25 **Á**  
26 Action recommended by the **Board of Trustees:**

27  
28  Adopt  Adopt as amended  Refer  Reject  Reject  Other – **Withdraw**

29  
30 **Justification:** There is no need for a glossary term definition without corresponding  
31 policy.

32  
33 Action recommended by the **Reference Committee:**

34  
35  Adopt  Adopt as amended  Refer  Reject  Other

36  
37 **Final Action:**

38  
39  Adopted  Adopted as amended  Referred  Rejected  Other

40  
41 **Á**



2  
3 **Proposed By:** District of Columbia & Delaware

4  
5 **RESOLUTION:** That ADHA adopt the following policy:

6  
7 The American Dental Hygienists’ Association advocates for the practice of holistic  
8 (homeopathic) healing systems that are considered alternative to conventional dentistry.

9  
10 **Justification:** The Holistic Dental Association (HDA) supports practitioners of holistic and  
11 alternative dentistry. With over 400 active members, holistic dentistry is a rapidly growing  
12 specialty. The American Holistic Health Association (AHHA) is a nonprofit organization  
13 endorsed by leading physicians and healthcare practitioners with a mission to educate the  
14 public about alternatives to conventional medicine. Not all conventional treatments will  
15 work for every person. Depending on the individual’s health, different approaches should  
16 be considered to exhaust treatment options in effort to provide comprehensive care.

17  
18  Finds acceptable for consideration

19  Makers were asked to withdraw

20  Considers inappropriate as administrative or procedural matter

21  Considers this an ongoing procedure

22  Included in proposed budget

23  Considers in conflict with ADHA Bylaws

24  Considers in conflict with existing policy

25  Considers this a duplication of current policy

26  No comment

27  Comment

- 28 • Current Policies: Access 18-14/16-85, Prevention 2S-05/30-75, Public Health 18S-  
29 10/9-99

30 Action recommended by the **Board of Trustees:**

31  
32  Adopt  Adopt as amended  Refer  Reject  Other – **Withdraw**

33  
34 **Justification:** Concur with the comments of the Committee on Policy and Bylaws.

35  
36 Action recommended by the **Reference Committee:**

37  
38  Adopt  Adopt as amended  Refer  Reject  Other

39  
40 **Final Action:**

41  
42  Adopted  Adopted as amended  Referred  Rejected  Other

43  
44 Á

2  
3 **Proposed By:** District of Columbia & Delaware

4  
5 **RESOLUTION:** That ADHA adopt the following glossary term:

6  
7 Holistic: Identifying the principles of alternative medicine, especially ones considered  
8 outside the mainstream of scientific medicine.

9  
10 **Justification:** It is important to define the term, holistic, as it applies to the role of the  
11 dental hygienist and the profession’s expanding roles in the healthcare delivery team.  
12 Holistic has to do with the healing systems that are considered alternative like  
13 homeopathy that deal with the human body as an interconnected whole.

14  
15 “Today, holistic and wholistic are sometimes used interchangeably. Holistic, however, is  
16 far more common in academic and medical writing. Having whole as a base, wholistic is  
17 often used by writers wanting to emphasize the entirety of something”

18  
19 Reference: [www.merriam-webster.com/words-at-play/wholistic-word-origin-and-use](http://www.merriam-webster.com/words-at-play/wholistic-word-origin-and-use)

- 20
- 21  Finds acceptable for consideration
- 22  Makers were asked to withdraw
- 23  Considers inappropriate as administrative or procedural matter
- 24  Considers this an ongoing procedure
- 25  Included in proposed budget
- 26  Considers in conflict with ADHA Bylaws
- 27  Considers in conflict with existing policy
- 28  Considers this a duplication of current policy
- 29
- 30  No comment
- 31  Comment

32 **Á**  
33 Action recommended by the **Board of Trustees:**

34  
35  Adopt  Adopt as amended  Refer  Reject  Other – **Withdraw**

36  
37 **Justification:** There is no need for a glossary term definition without corresponding  
38 policy.

39  
40 Action recommended by the **Reference Committee:**

41  
42  Adopt  Adopt as amended  Refer  Reject  Other

43  
44 **Final Action:**

45  Adopted  Adopted as amended  Referred  Rejected  Other

46  
47 **Á**

2  
3 **Proposed By:** District of Columbia

4  
5 **RESOLUTION:** That ADHA amend the glossary term for *Roles of the Dental Hygienist* to  
6 read:

7  
8 Activities of the dental hygienist include but are not limited to, those of clinician,  
9 corporate, educator, ~~advocate~~, administrator/~~manager~~, and researcher, and entrepreneur,  
10 with public health being an integral component of all these roles.

11  
12 **Justification** The professional roles of the dental hygienist currently outlined on the  
13 ADHA website have been recently updated to recognize entrepreneurship:  
14 <https://www.adha.org/professional-roles>. It is important that the ADHA Policy Manual and  
15 Glossary Terms align with ADHA’s professional and public resources. Hence the striking of  
16 the words “advocate” and “manager” and the inclusion of “entrepreneur”. ADHA  
17 professional and public resources include, but is not limited to, ADHA website, social media  
18 outlets, Access magazine, etc.

Overview						
The dental hygienist plays an integral role in assisting individuals and groups in achieving and maintaining optimal oral health. Dental hygienists provide educational, clinical and consultative services to individuals and populations of all ages in a variety of settings and capacities. The professional roles of the dental hygienist are outlined below.						
Clinician	Corporate	Public Health	Researcher	Educator	Administrator	Entrepreneur
<p>Dental hygienists in a clinical role assess, diagnose, plan, implement, evaluate and document treatment for prevention, intervention and control of oral diseases, while practicing in collaboration with other health professionals. Examples of clinical employment settings include:</p> <ul style="list-style-type: none"> <li>• Private dental practices</li> <li>• Community clinics</li> <li>• Hospitals</li> <li>• University dental clinics</li> <li>• Prison facilities</li> <li>• Nursing homes</li> <li>• Schools</li> </ul>	<p>Corporate dental hygienists are employed by companies that support the oral health industry through the sale of products and services. Leaders throughout the dental industry often employ dental hygienists due to their clinical experience and understanding of dental practice. Examples of corporate positions include:</p> <ul style="list-style-type: none"> <li>• Sales representatives</li> <li>• Product researchers</li> <li>• Corporate educators</li> <li>• Corporate administrators</li> </ul>	<p>Community health programs are typically funded by government or nonprofit organizations. These positions often offer an opportunity to provide care to those who otherwise would not have access to dental care. Examples of positions for dental hygienists in public health settings include:</p> <p><b>Clinician</b></p> <ul style="list-style-type: none"> <li>• Rural or inner city community clinics</li> <li>• Indian Health Service</li> <li>• Head Start programs</li> <li>• School sealant programs</li> </ul> <p><b>Administrator</b></p> <ul style="list-style-type: none"> <li>• State public health officer</li> <li>• Community clinic administrator</li> </ul>	<p>Research conducted by dental hygienists can be either qualitative or quantitative. Quantitative research involves conducting surveys and analyzing the results, while qualitative research may involve testing a new procedure, product or theory for accuracy, effectiveness, etc. Examples of employment settings for dental hygienist researchers include:</p> <ul style="list-style-type: none"> <li>• Colleges and universities</li> <li>• Corporations</li> <li>• Governmental agencies</li> <li>• Nonprofit organizations</li> </ul>	<p>Dental hygiene educators are in great demand. Colleges and universities throughout the U.S. require dental hygiene instructors who use educational theory and methodology to educate competent oral health professionals. Corporations also employ educators who provide continuing education to licensed dental hygienists. Examples of dental hygiene educators include:</p> <ul style="list-style-type: none"> <li>• Clinical instructors</li> <li>• Classroom instructors</li> <li>• Program directors</li> <li>• Corporate educators</li> </ul>	<p>Dental hygienists in administrative positions apply organizational skills, communicate objectives, identify and manage resources, and evaluate and modify programs of health, education and health care. Examples of administrative positions held by dental hygienists include:</p> <ul style="list-style-type: none"> <li>• Clinical director, statewide school sealant program</li> <li>• Program director, dental hygiene educational program</li> <li>• Executive director, state association staff</li> <li>• Research administrator, university</li> <li>• Director, corporate sales</li> </ul>	<p>By using imagination and creativity to initiate or finance new commercial enterprises, dental hygienists have become successful entrepreneurs in a variety of businesses. Some examples of business opportunities developed by dental hygienists include:</p> <ul style="list-style-type: none"> <li>• Practice management company</li> <li>• Product development and sales</li> <li>• Employment service</li> <li>• OE provider or meeting planner</li> <li>• Consulting business</li> <li>• Founder of a nonprofit</li> <li>• Independent clinical practice</li> <li>• Professional speaker / writer</li> </ul>

19  
20 [https://www.adha.org/resources-docs/The Roles of a Dental Hygienist.pdf](https://www.adha.org/resources-docs/The_Roles_of_a_Dental_Hygienist.pdf)

- 21
- 22  Finds acceptable for consideration
- 23  Makers were asked to withdraw
- 24  Considers inappropriate as administrative or procedural matter
- 25  Considers this an ongoing procedure
- 26  Included in proposed budget
- 27  Considers in conflict with ADHA Bylaws

- 28           \_\_\_       Considers in conflict with existing policy
- 29           \_\_\_       Considers this a duplication of current policy
- 30   \_\_\_       No comment
- 31   \_\_\_       Comment

32

33 Action recommended by the **Board of Trustees:**

34

35  Adopt   \_\_\_ Adopt as amended   \_\_\_ Refer   \_\_\_ Reject   \_\_\_ Other

36

37 Action recommended by the **Reference Committee:**

38

39 \_\_\_ Adopt \_\_\_ Adopt as amended \_\_\_ Refer \_\_\_ Reject \_\_\_ Other

40

41 **Final Action:**

42

43 \_\_\_ Adopted \_\_\_ Adopted as amended \_\_\_ Referred \_\_\_ Rejected \_\_\_ Other

44

45    Á

2  
3 **Proposed By:** New York, Florida, District of Columbia, Colorado

4  
5  
6 **RESOLUTION:** That ADHA adopt the following policy:

7  
8 [The American Dental Hygienists' Association supports expanded oral cancer and](#)  
9 [oropharyngeal screening for all patients for earliest referral & diagnosis.](#)

10  
11 **Justification:** Clinicians should perform an expanded evaluation by obtaining a medical,  
12 social, and dental history risk assessment, and perform a visual and tactile intra/extraoral  
13 and oropharyngeal screening on ALL patients. This screening is a critical mean to identify  
14 abnormalities on patients who require further evaluation and intervention. Human  
15 papillomavirus (HPV) and related oropharyngeal cancer (OPC) is now considered an  
16 epidemic and specific policy is imperative. [https://www.dentistryiq.com/clinical/oral-](https://www.dentistryiq.com/clinical/oral-cancer-article/16367615/the-101-on-hpv-what-healthcare-providers-need-to-know-about-the-hpvoral-cancer-epidemic)  
17 [cancer-article/16367615/the-101-on-hpv-](https://www.dentistryiq.com/clinical/oral-cancer-article/16367615/the-101-on-hpv-what-healthcare-providers-need-to-know-about-the-hpvoral-cancer-epidemic)  
18 [what-healthcare-providers-need-to-know-](https://www.dentistryiq.com/clinical/oral-cancer-article/16367615/the-101-on-hpv-what-healthcare-providers-need-to-know-about-the-hpvoral-cancer-epidemic)  
19 [about-the-hpvoral-cancer-epidemic.](https://www.dentistryiq.com/clinical/oral-cancer-article/16367615/the-101-on-hpv-what-healthcare-providers-need-to-know-about-the-hpvoral-cancer-epidemic)

20 ADA News October 1, 2019 Resolution 65-2019 amended policy to include Oropharyngeal  
21 cancer and cover ALL patients. "Every patient should be screened by their dentist and  
22 dental hygienist for possible early signs and symptoms of oral cancer, including HPV-  
23 associated oropharyngeal ones."

24  
25 The expert panel suggests "...clinicians should obtain an updated medical, social, and  
26 perform an intraoral and extraoral conventional visual and tactile examination in ALL adult  
27 patients." This is NOT an option. [https://ebd.ada.org/en/evidence/guidelines/oral-](https://ebd.ada.org/en/evidence/guidelines/oral-cancer?source=promospots&content=OralCancerGuidelines&medium=ADANews&campaign=Best&_ga=2.181827687.155637336.1569341918-458445032.1567983569)  
28 [cancer?source=promospots&content=OralCancerGuidelines&medium=ADANews&ca](https://ebd.ada.org/en/evidence/guidelines/oral-cancer?source=promospots&content=OralCancerGuidelines&medium=ADANews&campaign=Best&_ga=2.181827687.155637336.1569341918-458445032.1567983569)  
29 [mpaign=Best&\\_ga=2.181827687.155637336.1569341918-](https://ebd.ada.org/en/evidence/guidelines/oral-cancer?source=promospots&content=OralCancerGuidelines&medium=ADANews&campaign=Best&_ga=2.181827687.155637336.1569341918-458445032.1567983569)  
30 [458445032.1567983569](https://ebd.ada.org/en/evidence/guidelines/oral-cancer?source=promospots&content=OralCancerGuidelines&medium=ADANews&campaign=Best&_ga=2.181827687.155637336.1569341918-458445032.1567983569)

31 Screening is looking for cancer before a person has any symptoms. This can help find  
32 cancer at an early stage. When abnormal tissue or cancer is found easier to treat. By the  
33 time symptoms appear, cancer may have begun to spread.  
34 <https://seer.cancer.gov/statfacts/html/oralcav.html>

35  
36 In 2019 approximately 53,000 Americans will be diagnosed with oral/oropharyngeal  
37 cancer. Breaking down to 145.2 American diagnosed every day and 6 Americans  
38 diagnosed EVERY HOUR. Oral and Oropharyngeal cancer will cause 9,750 deaths this year.  
39 OF those diagnosed, approximately 57%, will be alive in 5 years. Early detection gives an  
40 83% chance of survival after 5 years. This statistic has NOT improved in decades. This  
41 increase has changed due to the rising of HPV16 causing cancers.

42  
43 <https://oralcancerfoundation.org/facts/> (see Oral Cavity & Pharynx Cancer)

44  
45 Squamous cell carcinoma of the mobile tongue appears to be progressively increasing in  
46 incidence particularly in young adults and especially in females. No specific etiology has  
47 been identified. <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC6036956/>

48 An oropharyngeal cancer survivor explains how her new dentist performed an extensive  
49 oral exam and external exam and discovered a swollen lymph node. She was referred  
50 and subsequently diagnosed. "...early diagnosis is associated with best outcomes.  
51 Regular dental check-ups that include an examination of the entire head and neck can be  
52 vital in detecting cancer early."

53 [http://www.youtube.com/watch?v=\\_CSwFT42xCo#action=share](http://www.youtube.com/watch?v=_CSwFT42xCo#action=share)  
54 A formalized oral/oropharyngeal cancer screening is beneficial for all individuals.  
55 Incentivizing dental professionals for the vigilance in this regard is aligned with good  
56 preventive dental care and recognizes the patient-clinician partnership in achieving  
57 improved oral health and best possible clinical outcomes for every patient.

- 58  Finds acceptable for consideration  
59  Makers were asked to withdraw  
60  Considers inappropriate as administrative or procedural matter  
61  Considers this an ongoing procedure  
62  Included in proposed budget  
63  Considers in conflict with ADHA Bylaws  
64  Considers in conflict with existing policy  
65  Considers this a duplication of current policy  
66  No comment  
67  Comment

68  
69 Action recommended by the **Board of Trustees:**

70  
71  Adopt  Adopt as amended  Refer  Reject  Other

72  
73 Action recommended by the **Reference Committee:**

74  
75  Adopt  Adopt as amended  Refer  Reject  Other

76  
77 **Final Action:**

78  
79  Adopted  Adopted as amended  Referred  Rejected  Other  
80

---

# HOW TO SUBMIT TESTIMONY

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## **Testimony to a Reference Committee**

Members of the association wishing to testify will submit testimony forms by Wednesday, June 10, 2020. This will allow Reference Committee Members time to review testimony prior to the start of the first House of Delegates, which is 10:00am CST on Saturday, June 13, 2020. ***New this year***, [testimony to a reference committee](#) can only be submitted electronically via the link above.

Members who have submitted testimony by the deadline will be given priority in speaking at the reference committee hearing, as time permits. The reference committee will review all testimony.

Members will be afforded an opportunity to present specific pertinent questions to the reference committee. Testimony designated as verbal, received by the chair during the hearing, will be heard as time allows.

Here are points to assist you in preparing testimony to reference committees:

1. Please indicate whether you are representing yourself, your constituent or the constituents in your district. While all testimony is considered, testimony on behalf of a district carries more weight than that from an individual.
2. Mark whether you want to present your testimony verbally or only in written form. The reference committee will consider all submissions whether written or verbal. With time for the hearing limited to 50 minutes, it is important to avoid confusion over whether or not someone will be coming forward to read testimony.
3. Please share your cell phone number and be available to clarify your testimony should the committee have questions.

## **Testimony to a Forum**

These forms are for members to voice comments and concerns. Once received, staff will disperse the forms to the correct ADHA entity for review. [Testimony to a forum](#) can be submitted electronically to [HODTestimony@adha.net](mailto:HODTestimony@adha.net).

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**TESTIMONY TO A FORUM**

---

**2020****SUBJECT:****MEMBER INPUT:**

Name:

Date:

Representing Self:

Constituent Name:

District #:

Email completed form to [HODTestimony@adha.net](mailto:HODTestimony@adha.net).



## American Dental Hygienists' Association

## House of Delegates 2020

## District I

**Massachusetts**

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## American Dental Hygienists' Association

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## American Dental Hygienists' Association

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## American Dental Hygienists' Association

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## American Dental Hygienists' Association

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Carrie L. Graves, RDH	Seward, NE 68434	plaqueslayer@gmail.com	(402) 432-7421	Delegate
Whitney Crist, RDH	Bennington, NE 68007	whitneym.crist@gmail.com	(402) 575-0100	Alternate Delegate
Heather Hessheimer, RDH	Lincoln, NE 68516	toothfairy0506@yahoo.com	(402) 202-4255	Alternate Delegate



## American Dental Hygienists' Association

## House of Delegates 2020

## District IX

## New Mexico

Alexandra Benson Moore, RDH, MS Albuquerque, NM 87109  
 Kayla Jean Gallegos, RDH, MSDH Albuquerque, NM 87123  
 Diana Burnham Aboytes, RDH, MSI Albuquerque, NM 87109  
 Valoree J. Althoff, MHA, BSDH, PRI Farmington, NM 87401

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(575) 640-6107 Chair  
 (505) 290-0441 Delegate  
 (505) 270-8889 Alternate Delegate  
 (505) 360-5999 Alternate Delegate

## Oklahoma

Holly Roselyn Abbott, RDH Edmond, OK 73034  
 Laurie JO Humphrey, RDH Cache, OK 73527-5000  
 Alisha Underwood, RDH Tahlequah, OK 74464

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(405) 509-4148 Chair  
 (951) 660-5685 Delegate  
 (918) 822-4670 Delegate

## Texas

Connie S. Groves, RDH Houston, TX 77062  
 Janessa M. Bock, RDH, AS, AAS Sugar Land, TX 77479  
 Angela Do, RDH, MEd Houston, TX 77042  
 Shawna Shiree Greer, RDH HUMBLE, TX 77346-6002  
 Amber Lovatos, RDH, BSDH Spring, TX 77379  
 Mercedes Alesaundra Mendoza, R[ San Antonio, TX 78252  
 Marian N. Tajchman, RDH, MS La Grange, TX 78945  
 Monna Carpenter-Barin, RDH, BS, : San Marcos, TX 78666  
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(281) 486-8061 Chair  
 (303) 727-0463 Delegate  
 (832) 533-1639 Delegate  
 (832) 494-7104 Delegate  
 (281) 253-0966 Delegate  
 (210) 623-6858 Delegate  
 (361) 290-1723 Delegate  
 (210) 722-6034 Alternate Delegate  
 (972) 985-3300 Alternate Delegate

## American Dental Hygienists' Association

## House of Delegates 2020

## District X

## Colorado

Lisa Marie Westhoff, RDH	Grand Junction, CO 81501	president-elect@codha.org	(719) 688-5472	Chair
Rebecca Comstedt, RDH	FREDERICK, CO 80516-9778	president@codha.org	(303) 827-9553	Delegate
Heather Schenkel, RDH, BS, OMT	Colorado Springs, CO 80908-5634	coloradosprings@codha.org	(719) 502-9433	Delegate
Valerie Cuzella, RDH	Broomfield, CO 80020	explorer@codha.org	(720) 201-8758	Delegate
Cynthia Fong, RDH, MS	Monument, CO 80132	cfong4954@aol.com	(703) 748-1970	Alternate Delegate
Tammy M. Fulton, BS, RDH	Colorado Springs, CO 80920	HygieneFairy4@gmail.com	(719) 659-3559	Alternate Delegate

## Montana

Amber Kay Reap, RDH, LAP	Dillon, MT 59725	amberjohnson2543@hotmail.com	(406) 672-9232	Chair
Amy Elizabeth Neihart, RDH	Billings, MT 59106	amos_85@hotmail.com	(307) 752-0594	Delegate
Ellie Bicha, RDH	Kalispell, MT 59901	ellieandfred@hotmail.com	(406) 208-2480	Alternate Delegate
Karen E. Thomas, RDH	Missoula, MT 59802	kharthomas54@gmail.com	(406) 306-4854	Alternate Delegate

## Utah

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Jessica Atkinson, BSDH, MEd	South Jordan, UT 84095	jessicaatkinson84@gmail.com	(801) 898-0532	Delegate
Chanci Oyler, RDH	Lehi, UT 84043	udha.treasurer@gmail.com	(801) 927-7809	Alternate Delegate
Natalie Wright, RDH	West Haven, UT 84401	nataliewrightrdh@gmail.com	(801) 309-3312	Alternate Delegate

## Wyoming

Keshia Brinkerhoff, RDH, BSDH	Casper, WY 82604	keshiabrinkerhoffrdh@gmail.com	(307) 247-3408	Chair
Mary Sandy, RDH	Ranchester, WY 82839	marmot1264@gmail.com	(763) 443-6424	Alternate Delegate

## District XI

## Arizona

Laura A. Corbin, RDH	Phoenix, AZ 85012	corbinfrerichs@gmail.com	(602) 358-9519	Chair
Jeanette Barbara Lalli, RDH	AVONDALE, AZ 85392	Janetter01@hotmail.com	(602) 384-1675	Delegate
Pamela Larrabee, RDH, BAS, MA	Phoenix, AZ 85050	plarra777@gmail.com	(602) 397-5234	Delegate
Makenna Nichole Molnar, RDH	Lake Havasu City, AZ 86406	makennamolnar@yahoo.com	(928) 208-7860	Delegate
Valery Z. Brady, RDH	PHOENIX, AZ 85028-1935	ValeryBrady@gmail.com	(602) 751-1132	Alternate Delegate

## American Dental Hygienists' Association

## House of Delegates 2020

## District XII

## Alaska

Nicole Renee Dowd, RDH Anchorage, AK 99502  
 Stephen Spencer, RDH, BSDH Anchorage, AK 99504  
 Lori E. Reetz, RDH Anchorage, AK 99507

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 (907) 444-1475 Delegate  
 (907) 349-6038 Alternate Delegate

## Hawaii

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 Lisa Nicole Forbes, RDH Honolulu, HI 96813  
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 (925) 786-7404 Delegate  
 (808) 381-4857 Alternate Delegate

## Idaho

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 Jeanna Kay Secrist, RDH TWIN FALLS, ID 83301-8243  
 Talisha A. Hansen, RDH Arco, ID 83213  
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(508) 209-4256 Chair  
 (208) 961-0275 Delegate  
 (208) 589-0376 Alternate Delegate  
 (208) 610-3675 Alternate Delegate

## Nevada

Heather M. Rogers, BSDH Las Vegas, NV 89135  
 Hannah Rae Lee, RDH Reno, NV 89506  
 Alexis Elizabeth Estay, RDH Las Vegas, NV 89148  
 Joyce Richards, RDH SPARKS, NV 89431-4540

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(702) 523-3654 Chair  
 (775) 830-8958 Delegate  
 (702) 277-2767 Alternate Delegate  
 (530) 305-7323 Alternate Delegate

## Oregon

Laura Lee Vanderwerf, RDH Hillsboro, OR 97124  
 Paige Holt Medford, OR 97501  
 Kyle Patrick Johnstone, RDH, MHA Forest Grove, OR 97116  
 Brandy Cowen, RDH McMinnville, OR 97218  
 Tiffany Meilani Foy, RDH, BS Bend, OR 97703  
 Jennifer J. Lusk, RDH Sherwood, OR 97140

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(503) 957-0165 Chair  
 (541) 941-9742 Delegate  
 (503) 504-6683 Delegate  
 (817) 229-6355 Alternate Delegate  
 (541) 280-7293 Alternate Delegate  
 (541) 790-2054 Alternate Delegate

## American Dental Hygienists' Association

## House of Delegates 2020

**Washington**

Katherine Zacher, RDH	BREMERTON, WA 98311-5001	katesgarcia@gmail.com	(360) 908-7110	Chair
Jennifer Frame, RDH	Bremerton, WA 98311	jenniferrdh09@yahoo.com	(360) 471-6550	Delegate
Colleen Gaylord, RDH	Woodinville, WA 98077	colleen.gaylord@gmail.com	(206) 949-1015	Delegate
Megan Marie Lea, RDH, BSDH	Spokane, WA 99202	meganmarielea@gmail.com	(509) 998-8235	Delegate
Barbara A. Lynch, RDH, BSDH	Sandpoint, ID 83864	smile4babs@yahoo.com	(360) 790-3766	Delegate
Jennifer Zbaraschuk, RDH, BSDH,	Sequim, WA 98382	rzbar@olympen.com	(360) 460-6680	Delegate
Misty Dawn Hanger, RDH	Mill Creek, WA 98012	mistyhanger@yahoo.com	(460) 447-8545	Alternate Delegate
Sarah C. Jackson, RDH, MSDH	Spokane, WA 99208	sarah.jackson@ewu.edu	(509) 993-3401	Alternate Delegate
Caley Parzych, RDH	Milton, WA 98354	caleypar4@hotmail.com	(253) 332-7243	Alternate Delegate

Delegates are identified with State of Constituent assignment opposed to preferred mailing state.

5/21/2020

# American Dental Hygienist's Association

## Student Delegates 2020

### District I

Jennifer Lachele Burkmier	Lowell, MA 01852	jburkmier@mwcc.edu	(567) 525-2206	Student Delegate
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### District II

Lauren Ferri	Philadelphia, PA 19148	laurenferri@gmail.com		Student Delegate
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### District III

Taylor Truitt	Wilmington, DE 19802	truitt0698@gmail.com	(302) 357-4281	Student Delegate
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### District IV

Staci ReShun Lenear-Carver	TAMPA, FL 33621-0002	stacicarver15@gmail.com	(864) 612-6201	Student Delegate
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### District V

Lindsey Marie Fox-Berry, RDH	Zeeland, MI 49464	lindseyfox0316@yahoo.com	(616) 566-2815	Student Delegate
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### District VI

Emma Rosemarie Tobias	Eaton, OH 45320	emmarosemarie2000@gmail.com	(937) 733-9552	Student Delegate
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5/21/2020

# American Dental Hygienist's Association

## Student Delegates 2020

### District VII

Rachel Carmen Wangen	Albert Lea, MN 56007	rrachelww@icloud.com	(507) 402-3356	Student Delegate
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### District VIII

Victoria Lynn Alexie Westmoreland	Omaha, NE 68130	V_westmoreland@yahoo.com	(225) 939-3815	Student Delegate
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### District IX

Blair Baumann	Plano, TX 75025	bbaumann1@twu.edu		Student Delegate
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### District X

Victoria Lee Godfrey	Payson, UT 84651	a23victoriaucdh2021@gmail.com	(208) 851-8992	Student Delegate
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### District XI

Sarah Fisher	Kingman, AZ 86409	Sarahkatherinefisher@gmail.com		Student Delegate
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### District XII

Whitney Powell	Pocatello, ID 83209	powewhit@isu.edu	(208) 227-6659	Student Delegate
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## Orientations

*\*All times are in CT.*

<b>Meeting</b>	<b>Date</b>	<b>Time</b>
Reference Committee Orientation	Tuesday, June 9, 2020	7:00pm
Minutes Review Orientation	Tuesday, June 9, 2020	7:45pm
Student Delegate Orientation	Wednesday, June 10	6:00pm

IMPORTANT – The House of Delegates will begin promptly at the start times noted below.

Saturday, June 13, 2020

*\*All times are in CT.*

Meeting	Time
<b>1<sup>st</sup> HOD</b>	10:00am – 12:00pm
Reference Committee A Hearing	12:30-1:20pm*
Reference Committee B Hearing	1:30-2:20pm*
Reference Committee C Hearing	2:30-3:20pm*
Reference Committee A Executive Session	1:20pm
Reference Committee B Executive Session	2:20pm
Reference Committee C Executive Session	3:20pm
<b>Candidates Forum</b>	3:30-5:00pm

\*If any reference committee hearing finishes earlier than the scheduled time, the next committee hearing will begin 10 minutes after the previous committee ends.

District Discussions	Time
District I	5:30pm
District II	5:30pm
District III	5:30pm
District IV	5:30pm
District V	5:30pm
District VI	5:30pm
District VII	5:30pm
District VIII	5:30pm
District IX	5:30pm
District X	5:30pm
District XI	5:30pm
District XII	5:30pm
Student Delegate Discussion	6:30pm



IMPORTANT – The House of Delegates will begin promptly at the start times noted below.

Sunday, June 14, 2020

*\*All times are in CT.*

Meeting	Time
<b>Optional District Discussions</b>	8:00am – 9:45am CST
<b>2<sup>nd</sup> HOD Meeting</b>	10:00am CST
<b>3<sup>rd</sup> HOD Meeting</b>	<i>Immediately following 2<sup>nd</sup> HOD</i>