



2023 Speaker Application

The content of this application will be provided to the House of Delegates if you are chosen as a candidate.
This PDF should be saved to your computer BEFORE completing to ensure that the changes are saved.

Please return this application to Michelle Nichols-Cruz at mcruz@michigandental.org by **January 1, 2023**. Please include a copy of your curricula vitae and signed copy of the Conflict of Interest Policy.

- [Click here](#) to view the position description.
- [Click here](#) to view the Conflict of Interest Policy. **Please complete page 18.**
- [Click here](#) to view the MDA Mission, Vision and Strategic Plan.

Any one applicant may apply for trustee, ADA Delegation and one officer position. Officer applicants may also choose to submit an application for trustee. This will allow an officer applicant that is not elected to also be on the trustee ballot.

Per MDA policy, a "360 Review" will be conducted for all applicants. Records for peer review dental care, peer review ethics and board of dentistry actions will be reviewed. If significant actions are noted, a subcommittee of the peer review committee(s) will review and decide whether the applicant has issues which should be taken into consideration by the Nominating Committee. Because of the strict confidentiality of peer review, the Nominating Committee will receive only the information that an applicant passed or did not pass the internal review process.

Date _____

Name _____

Residence

Address _____

Work Phone _____ Cell Phone _____ Email _____

Business

Address _____

Work Phone _____ Cell Phone _____ Email _____

Preferred method of contact Work Residence

Are you familiar with the duties and time commitment in the attached job description?

- Yes
- No

If yes, do you have any concerns about meeting these requirements?

- Yes
- No

Please share your prior and/or current Parliamentary Education.

Please share your prior and/or current parliamentary experience.

Optional – Are you the recipient of any awards or honors that you would like to share?

Give an example of how you have been a servant leader in your office or other organization.

What inspired you to run for this office and how could you use that position to encourage others to become more involved in leadership?

What value does the MDA bring to its members ...all members? (Including solo dentists, corporate dentists, etc.)

References

Please inform your references that they will be contacted by a member of the Nominating Committee and that information they provide will be shared with the Nominating Committee only on a confidential basis.

Personal (other than a family member)

Name _____

Address _____

City, State, ZIP _____

Phone Number: _____ Email _____

Professional

Name _____

Address _____

City, State, ZIP _____

Phone Number: _____ Email _____

***Technology Expectations**

Board communications and Board meeting materials are provided electronically. MDA technology expectations include:

- High speed Internet capability
- Access to email correspondence and response on a timely basis
- Ownership or willingness to purchase a laptop computer or tablet
- Access to a current version of Adobe Reader
- Ability to open and view Microsoft Word documents

*We want to assess your current level of technological capabilities so that training can be scheduled if necessary. Are you amenable to training?

Yes

No

Please provide us with any additional information that you would like to share

Please note that if you are chosen as a candidate you will be required to attend the Thursday, May 4, 2023 Candidate Forum if the election is contested. If elected, you will be required to attend the Saturday, May 6, 2023 House of Delegates meeting for the induction ceremony.

For information on the nomination process, please contact Michelle Nichols-Cruz at mcruz@michigandental.org or 1.800.589.2632, ext. 414.

Thank you very much for applying!

1 Current to: 7.1.22

2
3 Michigan Dental Association

4
5 **POSITION DESCRIPTION**

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9 **TITLE:** Speaker of the House

AFFILIATION: MDA

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11 **REPORTS TO:** House of Delegates

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13 **Term and Election:** The term of office of the Speaker of the House is for a term of three years
14 with a term limit of three consecutive three-year terms. Candidates for the office will submit an
15 application to the MDA Nominating Committee, which will select nominees for consideration by
16 the MDA House of Delegates.

17
18 **Time Commitment:** Approximately 24 to 27 days annually, not including time spent in
19 preparation for MDA meetings.

20
21 **Honoraria/Expenses:** Honoraria: \$2,000; Expenses: \$3,500 (see honoraria/expenses section for more
22 information)

23
24 **Expectations:** If elected to the Board, you are encouraged to make a financial contribution or
25 be an active participant in MDA/ADA affiliated organizations such as dental PACs and
26 foundations. Your participation will demonstrate your dedication as a leader in the MDA and
27 many of them will be published for membership and public appreciation.

28
29 **Skills and Experience**

- 30 ➤ Member in good standing of the MDA
- 31 ➤ Strategic thinker, has the ability to contribute to the strategic planning process
- 32 ➤ Respects others points of view
- 33 ➤ Has the ability to participate in group decision-making, and a willingness to abide by a
34 majority decision, reached by the House of Delegates
- 35 ➤ Displays a minimal, or more advanced, level of governance experience
- 36 ➤ Demonstrates the ability to listen, learn, and understand the issues.
- 37 ➤ Demonstrates the ability to engage in dialogue, utilizing relevant experience and
38 knowledge.
- 39 ➤ Demonstrates the ability to exhibit patience, realizing the necessity for compromise when
40 engaging in dialogue.
- 41 ➤ Perseveres when faced with perceived adversity. Shows a willingness to continue
42 engagement in dialogue until a mutually agreeable compromise is reached.
- 43 ➤ Dependable, practical, influential, flexible, and highly ethical in all relationships.
- 44 ➤ Has the ability to dedicate the time and energy necessary to develop proficiency in
45 performance

- 46 ➤ Possesses the ideology and values that are consistent with organized dentistry
- 47 ➤ Has knowledge of, and adheres to, the MDA and ADA Codes of Ethics
- 48 ➤ Demonstrates leadership in community activities and legislative advocacy
- 49 ➤ Demonstrates financial and business acumen
- 50 ➤ Demonstrates promptness, accuracy, and attention to detail
- 51
- 52 **Duties:** The Speaker of the House shall preside at the meetings of the MDA House of
- 53 Delegates and may cast the deciding vote. The decision of the Speaker, during HOD debate,
- 54 shall be final unless an appeal of the decision is made by a member of the House, in which case
- 55 the final decision will be by majority vote of those present and voting.
- 56
- 57 ➤ Possess a working knowledge of American Institute of Parliamentarian Standard Code of
- 58 Parliamentary Procedure;
- 59
- 60 ➤ Serve as a voting member of the Michigan Dental Association Board of Trustees;
- 61
- 62 ➤ Have knowledge of, and be familiar with, the [Board Code of Conduct](#) (APM 16-915)
- 63
- 64 ➤ Presiding at all meetings of the House of Delegates;
- 65
- 66 ➤ Serving as a voting member of the Michigan Dental Association Executive Committee;
- 67
- 68 ➤ Serve as a delegate to the ADA House of Delegates;
- 69
- 70 ➤ Utilize their authority to grant permission for an active or life member, or persons other
- 71 than active or life members of the Association, to address the House of Delegates. The
- 72 request is to be in writing with subject matter specified;
- 73
- 74 ➤ Utilize his/her discretion, as speaker, to allow members of the House of Delegates to
- 75 participate in a meeting of the House of Delegates by remote communication if unable to
- 76 attend in person;
- 77
- 78 ➤ Utilize his/her authority to appoint members of the standing House committees: Committee
- 79 on Credentials, Rules and Order, Bylaws Language Review Committee and Reference
- 80 Committee;
- 81
- 82 ➤ Utilize their authority to appoint special committees of the HOD, per direction of the HOD,
- 83 to perform duties not otherwise assigned by the MDA Bylaws. Each special committee shall
- 84 be appointed to serve until the next meeting of the HOD unless otherwise specified;
- 85
- 86 ➤ Finalize the agenda for the House of Delegates;
- 87
- 88 ➤ Provide regular updates to the House of Delegates on the activities of the Board of Trustees;
- 89

- 90 ➤ Develop and approve the scripts for each meeting of the HOD. MDA staff will draft the
- 91 scripts for final approval;
- 92
- 93 ➤ Assist the reference committees in the development and review of its report, specifically in
- 94 relation to parliamentary procedure and format, in conjunction with the House Secretary
- 95 (MDA Executive Director);
- 96
- 97 ➤ Meet with the tellers, prior to the first meeting of the HOD, to provide them with their
- 98 duties and appropriate tallying forms;
- 99
- 100 ➤ Serve as the chair of the [Election Commission](#);
- 101
- 102 ➤ Supervise the voting procedure for Candidates for MDA Office: In the event of a tie on the
- 103 first ballot, a second ballot shall be taken between the same candidates. In the event of a tie
- 104 on the second ballot, the Speaker of the House of Delegates shall declare a recess of fifteen
- 105 (15) minutes for caucusing. In the event of a tie on the third ballot, caucusing and balloting
- 106 shall continue until a candidate is elected. (Bylaws Chapter III, Section 14);
- 107
- 108 ➤ Succeed to the office of President-Elect should the office of President-Elect become vacant.
- 109 *(Bylaws)*;
- 110
- 111 ➤ Succeed to the office of President should the offices of President and President-Elect
- 112 become vacant. *(Bylaws)*;
- 113
- 114 ➤ The speaker of the house receives one complimentary room for up to three nights. *(APM 19-*
- 115 *1215)*

116

117 **Honoraria/Expenses**

118 The MDA executive director (or his/her designee’) will meet with each officer to explain the

119 honorarium and expenses that are reimbursable during his/her term of office, the total amount

120 budgeted for expenses and the reporting requirements.

121

122 Reporting Requirements:

- 123 •The officers will be provided with the appropriate expense reporting forms with instructions
- 124 on proper filing.
- 125 •The officers must submit his/her expenses to the MDA on a regular basis.
- 126 •The MDA must provide, if requested, an accounting of all expenses to-date on a quarterly
- 127 basis.

128

129 All expenses must be reconciled within two months following the expiration of term of office.

130

131 *Honoraria:*

132 The speaker of the house’s honorarium is \$2,000. The honoraria will be provided in one lump

133 sum within 30 days after taking office.

134

135

136 *Reimbursable and Non Reimbursable Expenses:*

137 The speaker of the house's expense account is \$3,500 and the following items are
138 reimbursable:

139

140 •Attendance at one Wisconsin Dental Association House of Delegates meeting during his/her
141 term of office.

142 •Attendance at one parliamentary training course.

79 MICHIGAN DENTAL ASSOCIATION
80 BOARD OF TRUSTEES
81 CODE OF CONDUCT
82 (As presented to the September 2015 Board)
83
84

85 **Introduction**
86

87 The Michigan Dental Association (“MDA”) Board of Trustees (“Board”) is committed to
88 complying with all laws, rules and regulations applicable to its activities and conducting the
89 business of the MDA in accordance with the highest standards of business ethics. This Code of
90 Conduct shall apply to all members of the Board except the Executive Director. The Board has
91 adopted this Code of Conduct to promote legal and ethical behavior. Pursuant to Chapter IV,
92 Section 6 of the MDA Bylaws (“Bylaws”) a Board member may be removed by the Board for a
93 violation of this Code of Conduct. By accepting and retaining a seat on the Board all Board
94 members agree to abide by this Code of Conduct.
95

96 **Code of Conduct**
97

- 98 1. Board members agree to follow the American Dental Association’s Principles of Ethics and
99 Code of Professional Conduct, the MDA’s Standards of Ethics and Code of Professional
100 Conduct, the Bylaws, other applicable MDA rules and regulations and will ensure that their
101 membership in the MDA remains in good standing at all times.
102
- 103 2. At meetings of the Board and at all other times acting in the capacity as a Board member,
104 Board members will conduct themselves in good faith, with honesty and integrity and
105 conduct themselves in a professional and respectful manner.
106
- 107 3. Except as required by law or otherwise permitted by the Board, Board members shall not
108 disclose any information labeled or described as “confidential” information or information
109 that is discussed or provided in an executive session of the Board.
110
- 111 4. Board members will exercise proper authority and good judgment in their dealings with
112 MDA staff, professional advisors, consultants and the general public and will respond to
113 the needs of MDA members in a responsible, respectful, and professional manner.
114
- 115 5. Board members shall not use any information provided by MDA or that was acquired as a
116 consequence of the Board members service on the Board in any manner other than in
117 furtherance of the Board member’s duties as a member of the Board. Board members
118 shall not misuse MDA property or resources and will at all times keep MDA property secure
119 and not allow any person not authorized by the Board to have or use MDA property.
120
- 121 6. Board members shall perform their assigned duties in a professional and timely manner
122 pursuant to the Board’s direction and oversight.
123

- 124 7. Upon the expiration or termination of a Board member’s term on the Board, the Board
125 member shall promptly return to MDA all documents, electronic and hard copy files,
126 reference materials and any other MDA property in the possession or control of the Board
127 member. The return of MDA property will not discharge a former Board member from the
128 Board member’s continuing obligations of confidentiality with respect to information
129 acquired as a consequence of the Board member’s tenure on the Board.
130
- 131 8. Board members shall not: (a) persuade or attempt to persuade any MDA employee to
132 leave their position with the MDA or to become employed by any person or entity other
133 than MDA; or (b) persuade or attempt to persuade any member, exhibitor, advertiser,
134 sponsor, subscriber, supplier, contractor, or any other person or entity with an actual or
135 potential relationship to or with MDA to terminate, curtail, or not enter into its
136 relationship to or with MDA, or to in any way reduce the monetary or other benefits to
137 MDA of such relationship.
138
- 139 9. Board members must act at all times in accordance with the MDA Conflict of Interest Policy
140 (attached hereto as Exhibit A).
141
- 142 10. Board members shall not abuse Board membership by improperly using Board
143 membership MDA staff, services, equipment, resources or property for personal or third-
144 party gain. Board members shall not represent to third parties that their authority as a
145 Board member extends any further than that which it actually extends.
146
- 147 11. Board members shall not engage in or facilitate any discriminatory or harassing behavior
148 directed toward MDA staff, members, meeting attendees, exhibitors, advertisers,
149 sponsors, suppliers, contractors or others while engaging in MDA activities and/or
150 conducting MDA business.
151
- 152 12. Board members shall not solicit or accept gifts, gratuities, free trips, honoraria, personal
153 property or any other item of value from any person or entity as a direct or indirect
154 inducement to provide special treatment to the person or entity with respect to matters
155 pertaining to MDA.
156
- 157 13. Board members shall provide goods or services to MDA as a paid vendor to MDA only after
158 full disclosure to and advance approval by the Board.
159

160 **Survival**

161
162 Sections 3, 5, 7 and 8 of this Code of Conduct shall survive the expiration or termination of a
163 Board members tenure on the Board and continue to be binding upon Board members
164 following the end of their tenure on the Board.
165

166
167 **Report of Violation/Sanction**

- 169 1. A Board member (the “Reporting Board Member”) may make a written report (a “Report”)
170 to be filed with the MDA Executive Director alleging another Board member (the “Accused
171 Board Member”) has violated the Code of Conduct. The Report shall be provided by the
172 Executive Director to all Board members as soon as practicable.
173
- 174 2. The President (or the President-Elect if the Report contains allegations against the
175 President) shall conduct a hearing on the allegations raised in the Report at the Board
176 meeting as soon as practicable following the Executive Director’s receipt of the Report. At
177 the hearing the Reporting Board Member shall present the allegations and any evidence
178 supporting the allegations to the Board. The Accused Board Member shall respond to the
179 allegations presenting any evidence supporting the Accused Board Member’s defense. The
180 Board members shall then have an opportunity to question both the Reporting Board
181 Member and the Accused Board Member.
182
- 183 3. Immediately following the questioning the Board members, other than the Reporting
184 Board Member and the Accused Board Member who shall be excluded from the
185 deliberations, shall deliberate and decide by majority vote whether the Code of Conduct
186 has been violated and, if so, the sanction to be imposed against the Accused Board
187 Member.
188
- 189 4. The possible sanctions that the Board may decide to impose against the Accused Board
190 Member include only:
191
- 192 (a) Citation/Guidance Letter. The President (or the President-Elect in the event the
193 Report includes allegations against the President) may issue a letter to the Accused
194 Board Member citing minor violations of this Code of Conduct by the Accused Board
195 Member and providing the Accused Board Member with guidance regarding the
196 requirements of this Code of Conduct. A Citation/Guidance Letter shall be used only in
197 cases involving minor violations of this Code of Conduct that the Board determines do
198 not warrant a Reprimand or Removal. A Citation/Guidance Letter shall not be reported
199 to the House of Delegates but shall be taken into account by the Board in any future
200 hearing arising from a Report involving the Accused Board Member.
201
- 202 (b) Reprimand. A reprimand shall consist of a written letter sent by the President (or
203 President-Elect in the event the Report includes allegations against the President) to
204 the Accused Board Member and included in the minutes of the Board’s meeting that
205 specifically identifies the Accused Board Member’s violation of the Code of Conduct
206 and directs the Accused Board Member to cease the conduct that resulted in the
207 violation of the Code of Conduct. Previously issued reprimands to a Board member
208 shall be taken under consideration in any future hearing involving that Board member’s
209 alleged violation of the Code of Conduct.
210
- 211 (c) Removal. The Accused Board Member may be removed from the Board and any
212 officer position then held upon the affirmative vote of two-thirds (2/3) of the Board in
213 accordance with Chapter IV, Section 6 of the Bylaws.

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5. Reprimand and Removal sanctions shall be reported to the House of Delegates in the Speaker of the House of Delegates' next communication to the House of Delegates unless the Board determines that reporting the Reprimand or Removal to the House of Delegates would:
 - a) violate the privacy rights of third parties included in a Report;
 - b) compromise the position of the MDA in pending or threatened legal or regulatory matters; or
 - c) not be in the best interest of the MDA.

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3 Candidate Guidelines
4 Approved by MDA HOD April 2017
5

6 Resolved, that the following guidelines and policies relating to candidates for office are to be
7 distributed to each component dental society and all candidates:
8

9 Candidate Guidelines

10 *Election Commission*

11 An Election Commission, consisting of the speaker of the house, president-elect and one
12 member of the House of Delegates, appointed by the Speaker, shall oversee and adjudicate all
13 issues of contested races for MDA offices. The speaker shall be the chair of the Election
14 Commission. In the event the speaker is running in a contested race for office, the MDA
15 president-elect will replace the speaker as the chair of the Election Commission and the MDA
16 immediate past president will become a member of the Election Commission. The Election
17 Commission shall meet with all candidates to review and clarify MDA guidelines regarding
18 candidate issues. The Election Commission will address any concerns with candidates that
19 violate any of the agreed upon issues.
20

21 *Announcing Slate of Candidates*

22 The nominating committee announces the slate of candidates.
23

24 *Candidates Who Wish to be Copied on MDA Board Materials*

25 All candidates for President-Elect, Trustee, Speaker of the House, Michigan candidates for Ninth
26 District Trustee, Editor, Secretary/Treasurer and the ADA Delegation may, upon request,
27 receive all Board of Trustees mailings; the cost to be borne by the candidate.
28

29 *Campaign Promotions: Mailings/Literature/Videos/Websites*

30 The Election Commission will decide annually on allowable campaign promotions and notify the
31 candidates once they have been selected by the Nominating Committee. This includes
32 distribution of material on the floor of the House, email or first class mail promotions, videos,
33 websites, and any other promotional pieces or activities.
34

35 *Region Caucuses*

36 Candidates are not allowed to campaign at component meetings/region pre-caucuses.
37 Candidates in contested elections, along with one or two members of their election committee,
38 are encouraged to visit region caucuses held on-site during the MDA Annual Session. Violations
39 will be reported to the Election Commission for review and to determine if any sanctions will be
40 applied.
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Component Meetings

Nothing in these rules shall prevent a candidate from attending a meeting, conference or other event in his or her capacity as a trustee or other officer or official of the MDA. Campaigning at such events when attending in an MDA capacity is strictly prohibited.

Campaign Functions

Candidates will not hold campaign functions before or during the MDA Annual Session.

Campaign Signs/Posters

The MDA will display a sign listing all candidates in the exhibit area and House of Delegates registration areas. Photos will not be included.

MDA Staff Resources

Staff involvement will be kept to a minimum.

Candidate Guidelines Questions

Any questions regarding the guidelines should be directed to the chair of the Election Commission for clarification.

Candidate Forum Guidelines

When there are contested elections for the offices of president-elect, speaker of the house, ADA ninth district trustee, editor, secretary/treasurer and trustee, an open candidate forum may be held during the MDA Annual Session. The date, time and place to be determined by the speaker.

Forum Moderator

The MDA president-elect will act as moderator. The sitting immediate past president will assume the responsibilities of moderator should the president-elect be unable to perform the duties. The moderator shall have authority over the candidate forum, to include format, and thus any questions regarding the forum should be directed to the president-elect.

Cost of Forum

Microphones are present in the room and provided by the MDA. No additional requests (i.e., audio visuals) are allowed due to the forum structure.

MDA CONFLICT OF INTEREST POLICY
Adopted by the Board: December 6, 2019
Effective: May 17, 2020

The following is the MDA Board of Trustees policy on conflict of interest for officers, trustees, committee members, and committee chairs:

It is the policy of the Board of Trustees of the Michigan Dental Association ("MDA") that individuals who serve in elected or appointed positions do so in a representative and fiduciary capacity. Elected and appointed officials are required to act in accordance with the fiduciary duties imposed upon them by their office and/or as further determined by the MDA Board from time to time.

At all times, elected and appointed officials shall work to further the interests of the MDA as a whole. In addition, elected and appointed officials shall avoid:

- A. Placing him/herself or a member of their immediate family (spouse, parent, child, sibling) in a position where personal or professional interests may conflict with their fiduciary duty to the MDA;
- B. Using information obtained as a result of serving in an elected or appointed position for personal gain or advantage or to the detriment of MDA;
- C. Using an elective or appointed position for personal gain or advantage or otherwise obtaining from a third party a gain or advantage at the expense of MDA; and
- D. Using or disclosing any nonpublic, confidential or proprietary information of the MDA.

No member of the Board of Trustees or member of the Committee on Governmental and Insurance Affairs shall serve simultaneously as an officer, director, employee, agent or consultant of any insurance company offering dental coverage or any third-party payer of dental benefits.

The obligation of elected and appointed officials to act in accordance with their fiduciary duties survives (i.e. elected and appointed officials remain subject these fiduciary duties) following the expiration or termination of their term of office. Retiring Board and Committee on Governmental and Insurance Affairs members shall not accept employment or board service with any dental benefits company for two years following completion of MDA Board or committee service.

As a condition for selection, each nominee, candidate and applicant for an elected or appointed position shall disclose any situation, which might be construed as placing the candidate in a position of having an interest that may conflict with his or her fiduciary duties to the MDA.

Elected and appointed officials shall comply with the conflict of interest policy applicable to his or her office or position, shall complete and file a conflict of interest statement for each year of service, and shall promptly report to the MDA President any situation in which a potential conflict of interest may arise. The MDA Board of Trustees shall render a judgment on what constitutes a conflict of interest. If it is determined that a conflict exists, the Board will decide on an individual basis whether an elected and/or appointed official will participate in discussions but not vote, participate in discussions and votes or leave the room during discussions and voting.

46 Should a conflict of interest exist and a trustee fail to declare a conflict of interest, the Board of Trustees
47 shall hold a hearing and determine the sanction up to and including removal for cause as set forth in the
48 MDA Bylaws, Chapter IV, Board of Trustees, Section 6 "Removal".

49

50 Should a conflict of interest arise and an elected or appointed official other than a trustee (e.g. a
51 committee member) fail to declare a conflict of interest, the MDA president shall determine the
52 sanction up to and including removal.

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4
Michigan Dental Association
Annual Conflict of Interest Disclosure
Form Fiscal Year 2022-2023

5 You are receiving this form because you are a Michigan Dental Association representative. You are
6 being asked to disclose, in good faith, any interest (as defined in the Conflict of Interest Policy, dated
7 December 6, 2019) you may have that creates an actual, potential or perceived conflict of interest in
8 connection with your MDA leadership role.

9
10 Conflicts or potential or perceived conflicts may not disqualify an individual. Individuals who have
11 attained high levels of expertise through affiliation with other organizations, academia, or business are
12 important to MDA, provided their activity does not involve a conflict. To avoid even the appearance of
13 impropriety, any individual should always disclose any possible relationship or interest that might affect
14 a vote, decision or action on behalf of the MDA.

15
16 Please provide full details below or on a separate sheet identifying any outside interests which you
17 believe requires or may require disclosure. Attached are examples of potential or perceived conflicts of
18 interest.

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29 If you have no known or perceived conflicts, check none below, sign and return.

30
31 None

32
33 By my signature below I acknowledge that I have read and understand the association's conflict of
34 interest policy; that I agree to comply with it on an on-going basis; and that I understand the association
35 is a tax-exempt organization that must engage primarily in activities which accomplish one or more of its
36 tax-exempt purposes and that it must also avoid transactions with leadership that result in inurement,
37 impermissible private benefit or an excess-benefit transaction.

38
39 If I become aware of a potential conflict of interest, family relationship or business relationship in the
40 future, I will disclose it immediately to the MDA Board of Trustees along with all material facts so the
41 Board can determine whether a conflict exists.

42
43 Signature:

44
45 Date:

1 **EXAMPLES OF ACTUAL, POTENTIAL OR PERCEIVED**
2 **CONFLICTS OF INTEREST**

3
4 Organizational Goals that are in Conflict

5 It is unquestionable that a trustee, officer, committee chair, consultant or staff member would be
6 unable to act in the best interest of the MDA and another organization if the fundamental goals of the
7 two organizations were in conflict. In these situations the trustee, officer, committee chair or consultant
8 may not be able to fulfill his or her duty of loyalty to the MDA.

9
10 **EXAMPLE:** A trustee, officer, committee chair or consultant of the MDA is elected to the Board of
11 Directors of an anti-amalgam organization.

12
13 **RECOMMENDATION:** In order to further the goals of the anti-amalgam organization the MDA official
14 would breach his or her duty of loyalty to the MDA because fundamental goals of the MDA on public
15 health are in conflict with the anti-amalgam organization. The MDA official should inform the Board of
16 Trustees of this.

17
18 Goals on Major Policy Issues are in Conflict

19 A trustee, officer, committee chair or consultant may hold a position with an organization that generally
20 strives to support the same dental public health goals of the MDA. Although the two organizations can
21 be expected generally to support the same dental public health issues there may occasionally be
22 differences in the policy goals.

23
24 **EXAMPLE:** A trustee, officer, committee chair or consultant is on the Board of Trustees of a Specialty
25 Organization. The Specialty Organization takes the position on a piece of legislation that is contrary to
26 the MDA's position.

27
28 **RECOMMENDATION:** In this example there is a difference on a significant policy issue but not a
29 difference on fundamental public health goals. Thus, the MDA trustee, officer, committee chair or
30 consultant should not vote or be involved in the decision making at the MDA level with reference to the
31 piece of legislation. The trustee, officer, committee chair or consultant should advise the Board of his or
32 her position in the Specialty Organization. Here the Board may conclude that recusal from discussion
33 and voting will be sufficient to protect his or her duty of loyalty to the MDA, and, therefore, resignation
34 may not be necessary.

35
36 Organizations with a Financial Interest in MDA Policy

37
38 **EXAMPLE:** A trustee is a member of the Board of Directors of a dental manufacturer. The MDA Board
39 of Trustees is considering a policy which would have an adverse effect on the manufacturer.

40
41 **RECOMMENDATION:** As a director of the dental manufacturer, the trustee is required to pursue the
42 financial benefit of the dental manufacturer and thus on this issue his or her duty of loyalty to the MDA
43 would be conflicted. The Board may conclude that the trustee should not participate in the vote on this
44 issue.

45
46

47 Conflicts Involving Competing Business Activities

48

49 **EXAMPLE:** A Board member of an MDA subsidiary is a member of the Board of Trustees of an
50 organization that competes with one or more of MDA's business activities (dental supplies, health
51 insurance, etc.).

52

53 **RECOMMENDATION:** The Board may conclude that the Board member should not participate in the
54 vote on any issue relating to the subsidiary's activities on matters that are in direct competition between
55 the MDA and the competing corporation. The Board may conclude that the Board member may vote on
56 other issues so long as the Board member makes full disclosure of his/her involvement in the competing
57 business.

58

59 Individual Financial Interest

60 A Board member has a financial interest that should be disclosed on this form if directly or indirectly,
61 through business, investment, or immediate family (spouse, parent, child, sibling):

62

- 63 a. An ownership or investment interest in an entity with which the association has a business
64 transaction or arrangement,
- 65 b. A compensation arrangement with an entity with which the association has a business
66 transaction or arrangement, or
- 67 c. A potential ownership or investment interest in, or compensation arrangement with, an entity
68 with which the association is negotiating a business transaction or arrangement.
- 69 d. A compensation relationship or ownership interest in a business with another MDA volunteer
70 leader.

71

72 **EXAMPLE:** A doctor's participating provider agreement with a managed care organization is not a
73 potential conflict of interest because the MDA itself does no business with the managed care
74 organization. Also, travel reimbursement, honoraria and stipends paid according to the association's
75 annual budget are not potential conflicts of interest. However, if a Board member or immediate family
76 member (spouse, parent, child, sibling) owns an interest in or has a financial relationship with a business
77 that, in turn, does business with the association, then a potential or perceived conflict of interest should
78 be disclosed. Also, if a Board member practices dentistry with a spouse or significant other who is also
79 an MDA volunteer, this should be disclosed on the form.

80

81 **RECOMMENDATION:** The Board may conclude that the Board member should not participate in the
82 discussion and vote on any issue relating to matters regarding a business that the trustee has a financial
83 interest in. The Board may conclude that the Board member may vote on other issues so long as the
84 Board member makes full disclosure of his/her involvement (or his/her family/colleagues) in the
85 business the MDA has a business relationship with.

86

Mission Statement: Helping member dentists succeed.

Vision Statement: Michigan's oral health authority dedicated to the public and the profession.

**Michigan Dental Association
2021-2025 Strategic Plan
Updated March 4, 2022**

Goal	Objective
Goal 1: Define and deliver exceptional member value	Objective 1: Improve Net Promoter Score (NPS) among new dentists
Goal 2: Engage and develop relationships with members	Objective 2: Increase member engagement with the MDA
	Objective 3: Increase leadership engagement with the MDA
Goal 3: Ensure organizational sustainability	Objective 4: Enhance financial outcomes
	Objective 5: Increase organizational capacity
Goal 4: Understand and improve diversity, equity, and inclusion at all levels	Objective 6: Build relationships and increase collaboration with diverse dental populations
	Objective 7: Increase leadership participation among under-represented segments
Goal 5: Advocate effectively for the dental profession and the public's oral health	Objective 8: Engage effectively with legislators, public officials, and stakeholders
	Objective 9: Increase member awareness of advocacy efforts