Date: June 2023

To: Delegates and Alternate Delegates
   Former ADA Presidents
   Former ADA Officers and Trustees
   Council and Commission Chairs and Vice Chairs
   Secretaries and Executive Directors of Constituent Dental Societies
   Executive Directors of Component Dental Societies
   Recognized Dental Specialties and Affiliated Dental Organizations

From: Raymond A. Cohlmia, D.D.S., executive director and secretary of the House of Delegates

Subject: 2023 House of Delegates

I am looking forward to being with you at the meeting of the 2023 ADA House of Delegates in Orlando. This letter will provide you with important information about the House meeting schedule, access to meeting materials and other House-related activities.

Worksheet Information. Concurrent with the posting of this letter is the posting of the first set of meeting materials in the House of Delegates community on ADA Connect and House of Delegates section of ADA.org. Worksheets are organized according to the proposed reference committee referral. Each reference committee grouping contains a separate index to the material in that section. Each report and resolution appearing in the reference committee’s all-inclusive PDF file has been bookmarked to help search for and find reports and resolutions. There is also a general index for all worksheets. Resolutions are numbered according to their assigned reference committee. Resolutions that are assigned to Reference Committee A will be numbered 201-299; those assigned to Reference Committee B will be numbered 301-399; Reference Committee C: 401-499 and Reference Committee D: 501-599. In addition, resolutions in Board Report 1 will be numbered 101-199 and new business resolutions not assigned to a reference committee will be numbered 601-699.

Additionally, for those with access to ADA Connect, separate sets of the first and second sets of resolution worksheets in PDF format will be posted in the 2023 Resolutions and Reports library, under the section titled, “Reports and Resolutions by Date.”

Microsoft Word versions of worksheets are available to assist in preparing amendments and substitute resolutions. These documents are also organized by reference committee and can be found only in the House of Delegates community of ADA Connect in the Amendable Format Documents library. Material in this library is intended to be a resource only and is not linked to an index. A limited number of short amendment forms will be available in paper form and may be picked up on-site. In addition to paper versions, an electronic version of the form may be used. This electronic version is posted in the Amendable Format Documents library on ADA Connect. Anyone submitting a short amendment form must still present the form in person at the headquarters office in Orlando.

The second set of reports and resolutions will be posted in early August. Note that in accordance with Resolution 74H-2012, all materials of the House of Delegates are provided in an electronic format only (with the exception of reference committee reports and agendas). Requests for paper copies of worksheets cannot be accommodated. All materials will be posted on ADA Connect, making it essential that delegates are able to access and navigate the site. Delegates must download and save resolutions directly to their computer prior to the meetings of the House. The Speaker would like to remind everyone that this is a paperless House of Delegates. Wi-Fi is available in the House of
Delegates as a convenience, but members do not need to be online to participate. Advance preparation is extremely important.

*Introduction of New Business.* In accordance with Resolution 1H-2017, no new business shall be introduced into the House of Delegates less than 15 days prior to the opening of the annual session, except when such new business is submitted by a trustee district or the American Student Dental Association delegation and is permitted to be introduced by a majority vote of the delegates present and voting.

Resolutions received no later than September 22 will be assigned to a reference committee and considered at this year’s House. Resolutions received after September 22, but prior to the opening meeting on Saturday, October 7, will be given a conditional assignment to a reference committee and the House will vote on whether to consider these items of new business. Items submitted as new business after the opening meeting has convened will not be assigned to a reference committee. They will be processed as new business, posted on ADA Connect, and the House will vote on them individually as to whether they will be considered. Any new business items that do not receive a majority vote for consideration will not be presented at this year’s House of Delegates.


Details regarding Internet and Wi-Fi capabilities in Orlando will be distributed on-site in delegates’ tote bags.


*Submission of New Resolutions and Common Ground 2025: ADA Strategic Plan.* In continuation with the practice of aligning resolutions with Strategic Plan Goals, you are requested to link any proposed new resolutions to the ADA Strategic Plan by identifying one of the 10 plan objectives that most directly supports the resolution. To assist you with this identification, the Strategic Plan objectives are posted in the HOD Supplemental Information library on ADA Connect and in the Strategic Planning page on ADA.org. In addition, provide any potential financial impact of the new resolution.

*ADA House of Delegates Schedule.* The first meeting of the House of Delegates will begin on Saturday, October 7 at 1 p.m. All meetings of the House of Delegates will be held at the Hilton Orlando, Orlando Ballroom, Lower Level.

*Closed Session.* As customary, during the first meeting of the House on Saturday, October 7, there will be a closed session, if necessary.

*Voting for Elective Officers.* Voting for Officer Elections will take place in the House of Delegates through electronic voting on the House floor and will be taken up as one of the first items of business on Tuesday, October 10.
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Only properly certified delegates will be permitted to access the delegate section of the House floor on Tuesday morning from the time the doors open at 6:30 a.m. until the final election results have been announced. During this time, non-voting members of the House will not be allowed in the delegate section of the House floor, but will be invited to sit in the alternate delegate or guest seating sections until final election results have been announced by the Speaker.

Delegates must bring their officer election card to access the House floor and receive a smart card for voting. Election results will be announced shortly after balloting has completed. In the event a second balloting is necessary, the vote will take place shortly after the Speaker has announced a runoff.

Treasurer's Summit. ADA Treasurer Dr. Ted Sherwin invites delegates to attend the Treasurer’s Summit Meeting on Friday, October 6 from 12:30 p.m. to 1:45 p.m. at the Hilton Orlando, Orange Ballroom, E-F, Lower Level. Particularly encouraged to attend are delegates who advise their districts on ADA financial matters.

Town Hall on Proposed ADA Strategic Forecast. A Town Hall on the proposed ADA Strategic Forecast is scheduled for Friday, October 6 from 2 p.m. to 3:30 p.m. at the Hilton Orlando, Orange Ballroom, A-C, Lower Level. Strategic Forecast Committee Chair Dr. Ron Lemmo and other members of the Committee will provide an overview of the proposed inaugural Strategic Forecast, which will be submitted for consideration to the 2023 House of Delegates, and answer any questions. The Strategic Forecast report to the House will be posted in August on ADA Connect.

In addition, a virtual town hall on strategic forecasting activity will be scheduled in August or early September in which Dr. Ron Lemmo and other members of the Strategic Forecast Committee will answer questions on the House Report and the Committee’s activities to date. A Zoom meeting invitation will be sent to members of the House of Delegates and state presidents, president elects and executive directors.

The attire for the House of Delegates is business casual as described below:

Business Casual Wear. Business casual wear requires slacks, coat or sports coat for men; slacks, skirts or dresses for women.

Information on Badges, Registration and Hotel Reservations. Badges for all delegates and alternate delegates can be picked up at delegate registration at the Hilton Orlando, Orlando Ballroom Foyer, Lower Level, beginning on Friday, October 6. Individuals who are attending SmileCon can also pick up their badges at the Orange County Convention Center or the Hilton Orlando starting on Wednesday, October 4. Please see the 2023 House of Delegates Preliminary Daily Schedule for SmileCon and Delegate registration locations and times. Please note that delegate packets are only available at delegate registration.

Members of the House of Delegates will receive a complimentary SmileCon Dental Central Pass, which provides access to exhibitors, presentations, experiences, and conversations including the SmileCon opening session and Saturday keynote presentation. To register and to make hotel reservations, please see the “2023 SmileCon Registration and Hotel Reservations” memo posted on ADA Connect. To register, please enter the code provided in the memo and select the complimentary Dental Central Pass, or you may select a Smile Pass or Platinum Smile Pass at a discounted rate. For a detailed breakdown on all SmileCon Pass options, please visit SmileCon.org. Upon completing registration, you will be able to make your hotel reservation.

Thank you for your participation and efforts in this important democratic process. I hope that everyone will find this to be an exciting, rewarding and memorable experience. I look forward to seeing everyone in Orlando.
If you have any questions or require further information regarding meetings of the House of Delegates, please contact Mr. Kyle Smith in the ADA office at (312) 440-4658 or smithk@ada.org.

RAC:ks
cc: Dr. W. Mark Donald, Speaker of the House of Delegates
    Officers and Members of the Board of Trustees
    ADA Senior Staff
    Directors of Councils and Commissions