



**COLLEGE OF DENTURISTS OF BRITISH COLUMBIA**

Board Meeting Minutes #B118  
Video Conference  
June 15, 2018  
Approved

Board Members in Attendance: K. Bal M. Blake D. Hengel  
A. Kumar S. Lal P. McKivett  
M. Nelson A. Nicholls T. Turko

Staff in Attendance: J. Roff, Registrar  
N. Graham, Program Coordinator  
V. Burns, Executive Secretary

Guests: Nancy Rickett, Auditor  
Darren Sailer, Registrant

The meeting was called to order at 9:00am.

**Audit Review with Chris McDonald & Nancy Rickett**

**Approve Draft Agenda**

**MOTION:** By P. McKivett, that the draft agenda be approved as presented. Seconded by D. Hengel.

**CARRIED**

**Approve Consent Agenda**

- Draft Minutes of the April 20, 2018 Meeting
- Health Professions Review Board Update
- British Columbia Health Regulators Update
- Examinations Update
- Strategic Plan Update
- Approved Inquiry Committee Meeting Minutes (March 2018 and April 2018)
- Approved Quality Assurance Committee Meeting Minutes (December 2017 & February 2018)
- Approved Registration Committee Meeting Minutes (February 2018 & March 2018)
- Ministry of Health Correspondence: CDSBC
- Updated Calendars (June, July, August, September)
- Expense Form

**MOTION:** By D. Hengel, that the consent agenda, in its entirety, be approved as presented. Seconded by M. Blake.

**CARRIED**

### **Review Unaudited Financial Statements**

The Board reviewed the unaudited financial statements and the Registrar answered questions.

**MOTION:** By P. McKivett to accept the unaudited financial statements as presented. Seconded by A. Nicholls.

**CARRIED**

### **Approve Draft 2017-2018 Annual Report**

The Board reviewed and discussed the draft 2017-2018 Annual Report.

**MOTION:** By S. Lal, to approve the draft 2017-2018 Annual Report as presented. Seconded by M. Nelson.

**CARRIED**

### **Approve Bylaw Amendments**

The Board reviewed the proposed bylaw amendments.

**MOTION:** By M. Blake, in accordance with the authority established in section 19(1) of the Health Professions Act (the "HPA"), and subject to filing with the Minister of Health (the "Minister") as required by section 19(3) of the HPA, and notice as required by section 19(6.2) of the HPA, the board amends the bylaws of the College of Denturists of British Columbia as set out in the attached Schedule. Seconded by A. Nicholls.

**CARRIED**

### **Review Regulatory Campus Lease Offer**

The Board reviewed additional information regarding costs that was requested at the April 20, 2018 Board Meeting.

**MOTION:** By P. McKivett to move the current location of the CDBC office to the Hub at 200 Granville Street in Vancouver, BC, no earlier than October 1, 2018. Seconded by S. Lal.

**CARRIED**

**Action Item:** The Registrar will look at the budgeting consideration for this and present the Board with an amended policy.

### **Approve Regulation Amendments Working Group Terms of Reference**

The Board reviewed and discussed the draft Regulation Amendments Working Group Terms of Reference that was requested at the April 20, 2018 Board Meeting.

**MOTION:** By P. McKivett, to approve the draft Regulation Amendments Working Group Terms of Reference as presented. Seconded by D. Hengel.

**CARRIED**

**MOTION:** By S. Lal, to appoint P. McKivett as the Chair of the Regulation Amendments Working Group. Seconded by M. Nelson.

**CARRIED**

### **Discuss Regulation Amendments**

D. Sailer joined the meeting and provided a summary of the process to date in regards to the Regulation Amendments. A date will be arranged for the Regulation

Amendment Working Group to meet and review the information that has been collected thus far.

**Action Item:** J. Roff will coordinate a date for the Regulation Amendments Working Group to meet and review the information that has been collected thus far.

**Approve Strategic Plan Activity (SPA) Reports**

The Board reviewed the SPA reports.

**MOTION:** By P. McKivett, to approve SPA 1.1.2 as presented. Seconded by T. Turko. **CARRIED**

**MOTION:** By T. Turko, to approve SPA 1.2.1 as presented. Seconded by M. Blake. **CARRIED**

**MOTION:** By D. Hengel, to approve SPA 1.2.3(a) as presented. Seconded by P. McKivett. **CARRIED**

**MOTION:** By M. Blake, to approve SPA 2.1.3 as presented. Seconded by D. Hengel. **CARRIED**

**MOTION:** By P. McKivett, to approve SPA 2.2.3 as presented. Seconded by D. Hengel. **CARRIED**

**MOTION:** By S. Lal, to approve SPA 3.1.4 as presented. Seconded by T. Turko. **CARRIED**

**MOTION:** By P. McKivett, to approve SPA 3.2.5 as presented. Seconded by T. Turko. **CARRIED**

**MOTION:** By T. Turko, to approve SPA 3.3.3 as presented. Seconded by D. Hengel. **CARRIED**

**MOTION:** By D. Hengel, to approve SPA 3.3.4 as presented. Seconded by M. Blake **CARRIED**

**Approve Amended Policy: Expense**

The Board reviewed and discussed the amended Expense Policy.

**MOTION:** By P. McKivett, to approve the amended Expense Policy as presented. Seconded by T. Turko. **CARRIED**

**Review Risk Register**

The Board reviewed and discussed the Risk Register document.

**MOTION:** By P. McKivett, to approve the Risk Register document as presented. Seconded by S. Lal. **CARRIED**

**Other Business**

- The Registrar discussed the British Columbia Health Regulators (BCHR) Divisional Accountability presentation given by David Byres at the last BCHR Meeting on June 7, 2018.
- The Registrar will be sending out the Audited Financial Statements and will requested a response back by all Board members via email.

**Adjournment**

As the Board had no other business to discuss, the meeting was adjourned at 10:59am.