



COLLEGE OF DENTURISTS OF BRITISH COLUMBIA

Board Meeting Minutes #B122 – June 21, 2019 Approved

Board Members in Attendance: P. Dooley D. Hengel S. Lal
M Nelson A. Nicholls M. Sarwari
E. Shmistman T. Turko R. Whiteley

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

The meeting was called to order at 10:00 am.

Approve Draft Agenda

MOTION: By S. Lal, that the draft agenda be approved as presented. Seconded by P. Dooley.
CARRIED

Approve Consent Agenda

- Draft Minutes of the April 26, 2019 Meeting
- Strategic Plan Update
- Examination Update
- Health Professions Review Board Update
- British Columbia Health Regulators (BCHR) Update
- Commitment to Cultural Safety and Humility Update
- Regulation Amendment Working Group Update
- List of Tabled Agenda Items
- Approved Inquiry Committee Meeting Minutes (March 2019)
- Approved Registration Committee Meeting Minutes (February & April 2019)
- 2019 Meeting Dates (Revised)
- Updated Calendars (June, July, August, September)
- Expense Form

Action Item: The Registrar will compile a list of abbreviations used in the BCHR meeting minutes.

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

CARRIED

Review Unaudited Financial Statements

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

MOTION: By S. Lal, to accept the unaudited financial statements as presented. Seconded by A. Nicholls.

CARRIED

Approve Draft 2018-2019 Annual Report

The Board was unable to approve the draft 2018-2019 Annual Report at this time.

Action Item: The Registrar will send the report to the Board, via email, for approval.

Approve Draft 2018-2019 Financial Statements

The Board was unable to approve the draft 2018-2019 Financial Statements at this time.

Action Item: The Registrar will send the statements to the Board, via email, for approval.

MOTION: By D. Hengel, to table the approval of the 2018-2019 Annual Report and 2018-2019 Financial Statements. Seconded by S. Lal.

CARRIED

Discuss Advertising Bylaws: section 8.03(5)

The Board concluded that it would be appropriate to consider some revisions to the bylaws regarding the use of the word “certified”.

Action Item: The Inquiry Committee will seek legal assistance to develop appropriate wording for this revision and provide the Board with a recommendation at their next meeting scheduled for September 27, 2019.

Review Theory Examination Fee

The Board discussed increasing the Theory Examination fee, to cover the costs of the Theory Examination development.

MOTION: By R. Whiteley, to increase the Theory Examination fee to \$500, effective January 1, 2020. Seconded by A. Nicholls.

CARRIED

Action Item: The Board will review this fee in 2023.

Review Legal Expenses

The Board reviewed and discussed the legal expenses incurred over the previous ten years, as well as the revised 2019-2020 draft budget.

MOTION: By D. Hengel, to approve the revised 201-2020 draft budget as presented. Seconded by A. Nicholls.

CARRIED

Identify Peer Denture Evaluation Amendments (SP 1.2.4)

D. Hengel spoke about the peer denture process and asked for any suggestions or feedback from the Board.

Action Item: The Inquiry Committee will review the continuing education hours allotted for the completion of a peer denture assessment and provide the Board with a recommendation at their next meeting scheduled for September 27, 2019.

Approve Revised Policies

The Board reviewed and discussed the revised policies for Document Destruction and Professional Boundaries.

MOTION: By R. Whiteley, to approve the revised policy for Document Destruction as presented. Seconded by S Lal.

CARRIED

MOTION: By M. Sarwari, to approve the revised policy for Professional Boundaries as presented. Seconded by A. Nicholls.

CARRIED

Approve Draft Guideline: Continuing Education Course Approval

The Board reviewed and discussed the CE Course Approval Guideline.

MOTION: By S. Lal to change the word 'topic' to 'course' and add a phrase to advise registrants that the same CE course cannot be repeated within a 3 year period. Seconded by A. Nicholls.

CARRIED

MOTION: By P. Dooley, to add the following categories, patient quality and safety, dental implant technology and to approve the draft Guideline: Continuing Education Course Approval as amended. Seconded by E. Shmitsman.

CARRIED

Strategic Plan Activity (SPA) Reports

The Board reviewed the SPA Reports and the staff answered their questions.

MOTION: By A. Nicholls, to approve SPA 2.2.4 as presented. Seconded by T. Turko.

CARRIED

MOTION: By S. Lal, to table SPA 3.3.1 until there is clarity from the provincial government. Seconded by D. Hengel.

CARRIED

Approve Risk Register (SPA 2.2.2)

The Board reviewed the Risk Register and agreed to accept it as presented.

Discuss CDBC's Commitment to Cultural Safety and Humility

The Board discussed CDBC's commitment to cultural safety and humility and agreed that they are currently satisfied with CDBC's commitment to date.

Action Item: The Board would like to review CDBC's commitment on an annual basis.

Review Items of Shared Concern/Priority (SPA 2.2.2)

The Board reviewed and discussed Items of Shared Concern/Priority (SPA 2.2.2)

The Executive Secretary provided an update on the latest discussions between CDBC's Board Chair and a member of the DABC Executive Committee.

MOTION: By S. Lal to approve Items of Shared Concern/Priority (SPA 2.2.2) as presented.
Seconded by D. Hengel.

CARRIED

Discuss Health Regulation in British Columbia

The Board participated in round table discussions regarding Harry Cayton's report, An Inquiry into the Performance of the College of Dental Surgeons of British Columbia and the Health Professions Act.

Action Item: The Executive Secretary will type up the answers gathered from the round table discussion for the next board meeting on September 27, 2019. The Board will review the document and discuss the appropriate next steps.

Review Correspondence Re: Vancouver Community College's Denturist Sciences Program

Copies of Vancouver Community College's (VCC) Denturist Sciences Program were distributed to the Board for review. Due to the volume of information, the Board referred this matter to the Registration Committee for further consideration, including confirmation that the Internship Portfolio requirements had been appropriately incorporated into VCC's new program. The Board will be updated with the Registration Committee's findings at the September 27, 2019 meeting.

Other Business

- Governance Workshop Overview – P. Dooley provided the Board with her experience of attending the workshop on Building the Foundations, which focused on good governance, public protection and strategic perspectives.
- Flock – T. Turko informed the Board of an application that the College could consider implementing, which provides tools to organize committees, groups and has a shared calendar feature.
- Registrar's Performance Review – S. Lal will email the Board with a suggested framework and feedback information template for the Registrar's performance review. Once the review is compiled, she will arrange a time to meet with the Registrar.

Adjournment

As the Board members had no other business to discuss at this time, the meeting was adjourned at 3:20 pm