

COLLEGE OF DENTURISTS OF BRITISH COLUMBIA

Approved Minute's #B058 – December 2, 2005

Board Members in Attendance: P. Barker R. Hughes  
D. Hengel G. Stewart  
G. Hinton T. Thobaben

Board Members Absent: D. Hart  
R. Rittaler  
H. Varshney

Staff in Attendance: J. Mayr, Registrar  
J. Roff, Recording Secretary

The meeting was called to order at 10:20 am

**1. Approval of Draft Agenda**

The Board agreed to add the Registrar's Performance Review to 5. 4. under the Executive Committee Report.

**MOTION:** by G. Stewart, that the draft agenda be approved as amended. Seconded by T. Thobaben.

**CARRIED**

**2. Approval of Draft Minutes of June 4, 2005**

**MOTION:** by G. Stewart, that the draft minutes of the June 4, 2005 Board Meeting be approved as presented. Seconded by R. Hughes.

**CARRIED**

These minutes are approved as circulated.

Date:

\_\_\_\_\_  
Chair of the Board

**3. Approval of Draft Minutes of October 1, 2005**

**MOTION:** by G. Stewart, that the draft minutes of the October 1, 2005 Annual General Meeting be approved as presented. Seconded by G. Hinton.

**CARRIED**

**4. Registrar's Report**

1. Balance Sheets and Income Statements

The Registrar presented the College's internal and not audited Income Statements and Balance Sheets for April through October 2005.

2. Other HRO Publication Policies for Inquiry and Discipline Reports

**MOTION:** by G. Stewart, that the Inquiry Panel, which will include the members of the Inquiry Committee, look at publication policies regarding the publication of names on the College's website. Seconded by P. Barker.

**CARRIED**

**5. Committee Reports and Minutes**

1) Inquiry Committee – R. Hughes reported on the Committee's activity since the last board meeting. Members of the Discipline Committee left the room.

**MOTION:** by G. Hinton, to confirm the decisions of the Inquiry Committee, as stated in the minutes presented, and accept the findings. Seconded by D. Hengel.

**CARRIED**

2) Quality Assurance Committee – G. Hinton reported on the Committee's activity since the last board meeting.

**MOTION:** by G. Stewart, that the Quality Assurance Committee Report be approved as presented. Seconded by R. Hughes.

**CARRIED**

- 3) Registration Committee – G. Stewart reported on the Committee’s activity since the last board meeting.

**MOTION:** by P. Barker, that the Registration Committee Report be approved as presented. Seconded by R. Hughes.

**CARRIED**

- 4) Executive Committee – The committee presented the following items to the Board:

i. Draft Budget

The Executive Committee presented the draft Budget for 2006-2007 to the Board Members.

**MOTION:** by D. Hengel, that the draft budget be approved as presented. Seconded by G. Hinton.

**CARRIED**

ii. Registrar’s Performance Review

IN CAMERA DISCUSSION: John Mayr left the meeting.

The Board reviewed the Registrar’s Performance review conducted by a panel of the Board.

**MOTION:** by G. Stewart, that J. Mayr receives a salary increase from \$66,000 to \$68,000 effective January 1, 2006. Seconded by R. Hughes.

**CARRIED**

IN CAMERA DISCUSSION ENDED

**6. Board Meeting Dates for 2006**

The Board scheduled meetings on the following dates:

April 7, 2006 – College Office, New Westminster, BC

June 3, 2006 – Whistler, BC

Board Meeting  
December 2, 2005  
APPROVED Minutes

October 7, 2006 – Annual General Meeting, TBA, BC

December 1, 2006 – College Office, New Westminster, BC

## **7. Committee Meeting Dates for 2006**

### 1. Inquiry Committee

The Inquiry Committee scheduled meetings for the following dates:

February 20, 2006  
June 19, 2006  
September 18, 2006

### 2. Quality Assurance Committee

The Quality Assurance Committee scheduled meetings for the following dates;

January 17, 2006  
February 10, 2006 – To be held in Victoria

### 3. Registration Committee

The Registration Committee scheduled meetings for the following dates;

March 22, 2006  
May 3, 2006  
August 16, 2006

### 4. Executive Committee

The Executive Committee scheduled meetings for the following dates;

March 28, 2006  
August 1, 2006  
November 14, 2006

### 5. Patient Relations Committee (Board and Committee Assessment Panel)

The Patient Relations Committee (Board and Committee Assessment Panel) scheduled meetings for the following dates;

May 9, 2006  
November 2, 2006

## **8. Election Dates for 2006**

The Board agreed on the following timeline:

December 12, 2005 – Nominations Open

January 31, 2006– Nominations Close

February 15, 2006– Mail Ballots

March 10, 2006 – Ballots Close

April 1, 2006 – New Term Begins

**MOTION:** by G. Stewart, that the Election Dates for 2006 be approved as presented.  
Seconded by G. Hinton.

**CARRIED**

## **9. Request for Review**

IN CAMERA DISCUSSION: Discipline Committee left the meeting. (11:10am)

### 1. COM 2005-03

The Board reviewed the material contained in the complaint file. There appears to be no violation of the Health Professions Act, Denturists Regulation, or College Bylaws.

**MOTION:** by G. Hinton, to confirm the findings of the Inquiry Committee. Seconded by T. Thobaben.

**CARRIED**

### 2. COM 2005-05

IN CAMERA DISCUSSION: T. Thobaben left the meeting.

The Board reviewed the material contained in the complaint file. There appears to be no violation of the Health Professions Act, Denturists Regulation, or College Bylaws.

**MOTION:** by D. Hengel, to confirm the findings of Inquiry Committee.  
Seconded by G. Hinton.

**CARRIED**

IN CAMERA DISCUSSION ENDED (11:26am)

**10. Request for Review**

The Registrar reviewed the current status of a former Registrant who is believed to be in violation of a Consent Order issued by the Discipline Committee.

**MOTION:** by D. Hengel, to seek an injunction, to prevent Ms. Ricard from practicing Denturism. Seconded by G. Stewart.

**CARRIED**

**11. Strategic Planning Session Follow-Up**

1. Redistribution of Tasks

This item will be tabled until the next board meeting, April 7, 2006, as there are not enough board members present to redistribute tasks.

**12. Human Resource Policy Update**

The Board discussed the essential elements of a Benefits Plan for staff at the College.

**MOTION:** by G. Stewart, that the Human Resource Panel discuss with the staff of the College the proposed Employee Benefits Plan and to finalize and implement the Benefits Plan in accordance with current proposed budget limitations. Seconded by G. Hinton.

**CARRIED**

**13. Quality Assurance Program Development Update**

The Quality Assurance Committee has begun to look at Principle Based Standards of Practice. As well, they are discussing the possibility of creating a policy to streamline the process in which QA course are reviewed and approved.

**14. Advertising the Services Provided by a Dentist**

This agenda item will be tabled until the next meeting of the Board of the College, April 7, 2006.

**15. CE Course on Bylaws – DABC Convention, June 2006**

The Board discussed various educational topics they could offer at the DABC's Annual Convention. The top three ideas were,

- 1) Inquiry→Discipline: A Walk in Our Shoes ( How Complaints are Handled)
- 2) Quality Assurance Session: The Difference between Indirect and Direct Credit Hours
- 3) Question and Answer Period.

**16. Board Name Tags and Business Cards**

- 1) The Board members agreed that it would be beneficial to have name tags created for social functions.
- 2) The Board members agreed that a small amount of generic business cards would be beneficial. These cards could be used by all College Board Members.

The meeting was adjourned at 2:25 pm.