

COLLEGE OF DENTURISTS OF BRITISH COLUMBIA

Minute's #B090 – September 22, 2012 Approved

Board Members in Attendance: B. Butt G. Feldman
 P. Gardner D. Harden
 A. Magro T. Perrault
 D. Sailer

Regrets: J. Bains C. LeVasseur

Staff in Attendance: J. Roff, Registrar
 N. Graham, Program Coordinator
 T. Cahill-Closs, Recording Secretary

There were 31 Active Registrants in attendance and 3 guests.

The Annual General Meeting, held at the Holiday Inn Vancouver Center in Vancouver, BC, was called to order at 10:03 AM.

1. Opening Comments

T. Perrault, Chairperson for the College of Denturists of British Columbia, welcomed Registrants and members of the public who were in attendance.

2. Introduction of Members of the Board

T. Perrault introduced himself and invited each Board member in attendance to give a brief introduction. T. Perrault announced that J. Bains and C. LeVasseur were unable to attend and send their regrets. The College staff also introduced themselves.

These minutes are approved as circulated.

Dec. 17/12
Date


Chair of the Board

3. Approval of Draft Agenda

The members of the Board reviewed the draft agenda.

MOTION: by D. Sailer, that the draft agenda be approved as presented.
Seconded by P. Gardner.

CARRIED

4. Presentation of Annual Report 2011-2012

The Board and Registrants reviewed the College's 2011-2012 Annual Report.

5. Committee Reports

Inquiry Committee

G. Feldman reported on the Inquiry Committee's activity from April 1, 2011 to March 31, 2012.

Discipline Committee

D. Harden reported on the Discipline Committee's activity from April 1, 2011 to March 31, 2012.

Registration Committee

T. Perrault reported on the Registration Committee's activity from April 1, 2011 to March 31, 2012.

Patient Relations Committee

B. Butt reported on the Patient Relations Committee's activity from April 1, 2011 to March 31, 2012.

Quality Assurance Committee

B. Butt reported on the Quality Assurance Committee's activity from April 1, 2011 to March 31, 2012.

Executive Committee

T. Perrault reported on the Executive Committee's activity from April 1, 2011 to March 31, 2012.

6. Presentation of Financial Statements 2011-2012

The Board presented the College's Audited Financial Statements. The Registrar explained the Financial Statements and answered questions posed by the Registrants.

The Registrar noted the decrease in legal fee expenses, which accounted for the overall profit recorded in 2011-2012. The Registrar also noted a decrease in the communication expenses as the College has increased the use of electronic communications, especially the College's newsletter. The salary and wage expenses, from the previous fiscal year, is smaller than normal as a staff member was on maternity leave. Lastly, the Registrar noted that the utility expense, from the previous fiscal year, is also smaller than normal as the landlord did not invoice the College in a timely fashion.

7. Open Session, Questions from Registrants

The Board and staff of the College answered questions posed by the Registrants. As well, the Board provided an overview of the following topics,

- Board Member Changes – Jag Bains was appointed by the government as our new public Board member in January 2012. Adam Magro and Carol LeVasseur were elected to the Board in April 2012.
- Staffing Changes – As of June 2012, Nancy Graham is the College's new Program Coordinator.
- Strategic Planning – The Board reported that a strategic planning workshop was held on September 21, 2012, to determine the future direction of the College. A mission and vision statement was identified, as well as three strategic planning areas; enhance relationships, enhance operations and governance and improve regulatory effectiveness.
- CDBC Proposed Bylaws – In 2011, D. Beckett, from the Ministry of Health, recommended changes to the College's proposed bylaws. The changes were addressed by the Board and resubmitted to D. Beckett for his review and comments. At this time, the College has not received approval from

the Ministry of Health. The College of Denturists of BC is not the only health regulatory college waiting for approval of their bylaws.

- Scope of Practice Panel – The College's Panel continues to collaborate with the Denturist Association of BC with respect to requesting an increased scope of practice for Denturists in BC. Allan Boos from the Denturists Association of BC has contacted the Ministry of Health regarding this matter.
- Health Professions Review Board – The College has three matters before the Health Professions Review Board. One inquiry matter and two registration matters.
- Criminal Record Reviews - The Registrar informed Registrants that the Criminal Record Review Act requires a criminal record review every 5 years. The previous review was completed in 2008 and therefore, Registrants will be expected to complete another criminal record review in 2013. Information will be distributed with the 2013 registration renewal package.
- Quality Assurance Program – As the College's bylaws have not been approved, the current continuing education program is still in effect. The Registrar reminded Registrants that they are required to complete a minimum of 5 hours this year, with a total of 30 hours due by the end of 2013.
- Nomination Panel – T. Perrault reported on the mandate of this Panel and encouraged Registrants to let their name stand for election in 2013.
- Credit Card Survey – The results of the credit card survey indicated that 75% of Registrants would be interested in using a credit card to pay their registration renewal fees. The Board has been investigating this option, but has found the costs to be too high. They are currently reviewing other payment options.
- National Competency Profile for Denturists – The Registrar informed the Registrants that the College's in Alberta and Ontario are working towards a national competency profile for Denturists. Registrants from all jurisdictions in Canada will be invited to form part of the working group. A working group nomination form will be sent to all Registrants next week.
- Sterilization – D. Sailer talked about the College of Alberta Denturists mandatory Infection Prevention and Control Standards. Registrants will be informed well in advance if BC adopts this kind of legislation.

- WHIMS – D. Sailer reminded Registrants that Denturist offices are required to have a Workplace Hazardous Material Information System (WHIMS) in place, as per the Occupational Health and Safety Regulations. It must be updated every year.
- Ventilation – D. Sailer shared his WorkSafe BC case regarding the ventilation of methyl methacrylate.
- Influenza Prevention – BC Health Authorities have created a policy for all health care professionals, which include Denturists. They will need to get an influenza vaccine, or wear a mask during the flu season.

The Board thanked the Registrants for their time and effort to attend the College's 2012 Annual General Meeting.

The meeting was adjourned at 11:25 am.