



## COLLEGE OF DENTURISTS OF BRITISH COLUMBIA

Board Meeting Minutes #B099 – May 31, 2014 Approved

Board Members in Attendance:	K. Bal C. Kafka A. Magro	P. Gardner A. Kumar P. McKivett	D. Harden C. LeVasseur
Regrets:	D. Hengel	D. Sailer	
Guests in Attendance:	D. Fung S. Lopareva	E. Fung G. Sallaway	L. Li W. Trask
Staff in Attendance:	J. Roff, Registrar N. Graham, Program Coordinator T. Cahill-Closs, Executive Secretary		

The meeting was held at the Watermark Beach Resort in Osoyoos, BC and called to order at 10:07 am.

Introductions were made around the table. The Chair thanked Deborah Harden for her six years of public service to the College of Denturists of British Columbia and welcomed the guests in attendance.

### Approve Draft Agenda

**MOTION:** By P. Gardner, that the draft agenda be approved as presented. Seconded by A. Magro.

**CARRIED**

### Approve Consent Agenda

- Draft Minutes of the April 4, 2014 Meeting
- Audit Update
- 2013-2016 Strategic Plan
  - DABC Monthly Communication Update
  - Activity & Outcome Report Update
  - Report Reminders
- Health Profession Regulators of BC Update
- Examination Update
- Summary of the Board Communication Style Workshop Surveys
- Approved Inquiry Committee Meeting Minutes
- Approved Quality Assurance Committee Meeting Minutes
- Approved Registration Committee Meeting Minutes
- 2014-2015 Committee Member List
- Updated Calendars (June – September)
- Expense Form

**MOTION:** By C. LeVasseur, that the consent agenda, in its entirety, be approved as presented. Seconded by A. Magro.

**CARRIED**

### **Review Unaudited Financial Statements**

The Board members reviewed the unaudited financial statement for year ending March 31, 2014, as well as the unaudited financial statements for April 2014.

The Registrar answered questions from the Board.

### **Approve 2013/2014 Annual Report**

The Board members reviewed 2013/2014 Annual Report.

**MOTION:** By C. LeVasseur to amend page 6 of the 2013/2014 Annual Report to say “No matters were forwarded to the Discipline Committee this year.” Seconded by K. Bal.

**CARRIED**

**MOTION:** By C. LeVasseur to approve the 2013/2014 Annual Report as amended. Seconded by A. Kumar.

**CARRIED**

### **Approve CDBC Bylaw Amendments**

The Board members reviewed the College of Denturists of British Columbia’s (CDBC) proposed bylaws including the approved amendments from the April 4, 2014 Board meeting. Additional amendments were presented for review.

**MOTION:** By D. Harden, to approve the CDBC’s additional bylaw amendments as presented. Seconded by A. Magro.

**CARRIED**

**MOTION:** By C. LeVasseur to approve the CDBC’s bylaws as amended and forward them to the Ministry of Health for review. Seconded by C. Kafka.

**CARRIED**

### **Review Snap-On-Smile Service**

The Board members reviewed information on the Snap-On-Smile service and the Denturists Regulation. In addition, the Board members also received a legal opinion on this matter.

**MOTION:** By D. Harden that, in accordance with the Denturists Regulation, Registrants are not permitted to provide the Snap-on-Smile service. Seconded by C. LeVasseur.

**CARRIED**

**Action Item:** Legal opinions are confidential documents. All Board members must return the Snap-On-Smile legal opinion to the CDBC’s office.

### **Review Unauthorized Practice Matter**

The Board members reviewed the material provided, including a legal opinion.

**MOTION:** By D. Harden, to take no further action with respect to this matter. Seconded by P. Gardner.

**CARRIED**

**Action Item:** Legal opinions are confidential documents. All Board members must return the M. Su legal opinion to the College office.

#### **Discuss 2014 Registrant Education Session**

The Board discussed the Registrant education session to be held in conjunction with the CDBC's Annual General Meeting on September 20, 2014.

**MOTION:** By C. Kafka, to present an education session on patient expectations at the CDBC's Annual General Meeting in September 2014. Seconded by A. Magro.

**Action Item:** The Program Coordinator will organize the education session on patient expectations.

#### **Reviews SPA 3.1.4: Succession Plan for Registrar**

The Board reviewed the Strategic Plan Activity 3.1.4 regarding a succession plan for the Registrar.

**Action Item:** All Board & staff are to provide D. Hengel with comments or suggestions on the Succession Plan for Registrar proposal by June 30, 2014

#### **Other Business**

L. Li requested clarification regarding the requirements of a prescription. The Board referred to the Denturists Regulation and the CDBC bylaws to review the requirements.

G. Sallaway requested the date of the College of Denturists of British Columbia's Annual General Meeting be changed to another week in September as it always conflicts with the Perfecting your Practice Conference in Ontario. While the Board cannot change the date this year, they will consider a change for 2015.

#### **Adjournment**

As the Board members had no other business to discuss at this time, the Chair recommended that the outgoing and incoming public members do the honor of adjourning the meeting.

**MOTION:** By D. Harden to adjourn the meeting at 11:35 am. Seconded by K. Bal.

**CARRIED**