

COLLEGE OF DENTURISTS OF BRITISH COLUMBIA

Minute's #B091 – September 22, 2012 Approved

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

Observer: M. Nelson

Regrets: J. Bains C. LeVasseur

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

The meeting was called to order at 1:31 pm, at the Holiday Inn Vancouver Centre in Vancouver, BC.

i Approve Draft Agenda

MOTION: By B. Butt, that the draft agenda be approved as presented.
Seconded by D. Sailer.

CARRIED


ii Approve Draft Minutes of May 26, 2012

MOTION: By G. Feldman, that the draft minutes of the May 26, 2012 meeting be approved as presented. Seconded by A. Magro.

CARRIED

These minutes are approved as circulated.

Dec. 17/12
Date


Chair of the Board

iii Registrar's Report

a) Unaudited Financial Statements

The members of the Board reviewed the unaudited financial statements for May, June, July and August 2012. The Registrar answered questions from the Board members.

The Registrar highlighted the above average expenses, including

- Computer Expense: The College's website was infected with a virus and needed repairs,
- Examination Expense: The College required additional examiners to accommodate the large number of candidates challenging the College's Clinical Examinations, and
- Registrar's Expenses: The Registrar met with the Registrar from the College of Alberta Denturists and the Supervisor from the College of Denturists of Ontario.

b) Health Professions Review Board Update

The College has three matters before the Health Professions Review Board, one inquiry and two registration matters. At this time the Registrar will proceed without legal counsel.

c) Theory Examination Update

The Theory Examination, scheduled for June 29, 2012, had one eligible candidate who successfully completed the examination.

The next examination will be held on Friday October 19, 2012, at the College office. Four candidates are currently eligible.

d) Clinical Examination Update

The Clinical Examinations were held from July 10 to 13, 2012 at Vancouver Community College. As well, an Examiner Training session was held on July 9th. Due to a large number of eligible candidates, additional examiners were required.

Sixteen candidates challenged the Clinical Examinations and ten were successful.

e) Regulator's Meeting Update

The Registrar met with the Supervisor of the College of

Denturists of Ontario and the Registrar of the College of Alberta Denturists in Vancouver on June 11th and 12th. The meeting was arranged to discuss issues of mutual interest.

f) CDBC Proposed Bylaws Update

The Registrar reported that no response has been received from the Minister of Health regarding the College's proposed bylaws.

g) HRO Update

The Health Regulatory Organizations are planning to invite Daryl Beckett to speak regarding delays in bylaw approvals and other mutual concerns.

As well, the group agreed to engage in a one year public awareness campaign for all regulatory College's in BC. The group will approach the Ministry of Health to assist with funding this initiative.

h) AGM Review

The Registrar and Chair reported that the calling campaign to remind Registrants of the Annual General Meeting was well received. In addition, the Board discussed holding a continuing education session in conjunction with the AGM in future years.

iv Scope of Practice Panel Update

D. Sailer reported that Allan Boos from the Denturist Association of BC (DABC) is taking the lead on the request for an expanded scope of practice. The College is waiting for direction from the DABC.

v DABC Convention: Cost Analysis

At the Board's request, the Registrar presented the costs of attending the 2012 DABC Convention. The Board agreed to send the DABC a letter outlining our concerns with the College's representation at their convention. If an agreement can be reached, the College will continue to attend.

vi Credit Card Costs & Payment Options

The Registrar presented several payment options. The addition of credit/debit card payments will require an upgrade to the College's database and website. The Board decided to continue to offer cheques and money orders as payment options and will revisit other

options after a new database is implemented.

vii Approve Guideline for Determining Substantial Equivalency

The Registration Committee requested the Board's approval of a proposed Guideline for Determining Substantial Equivalency.

MOTION: By D. Sailer, that the Guideline for Determining Substantial Equivalency using an ICES (International Credential Evaluation Service) Report is approved as presented. Seconded by A. Magro.

CARRIED

viii Correspondence: Sport Guards

The Board reviewed a letter from C. Nordell regarding permission to provide sports guards.

MOTION: By D. Sailer, that the Registrar obtain legal advice regarding the manufacturing of sports guards under a Denturists current scope of practice. Seconded by P. Gardner.

CARRIED

ix Approve CDBC Database Revision

The Board reviewed information on two database systems, Alinity and In1Touch.

MOTION: By P. Gardner to permit the Registrar an \$80,000 budget to purchase a new database system and report her decision to the Board at their next meeting. Seconded by D. Sailer.

CARRIED

x Information For Review

a) Correspondence: DABC Apology

The Registrar presented the DABC's letter from the Executive Committee apologizing for the anonymous letter published in the BC Denturists magazine.

The Board also discussed their concerns regarding the DABC handling complaints and the liability issue around this. They directed the Registrar to write to the DABC outlining the sections of the *Health Professions Act* regarding the College's mandate to handle complaints and the Registrant's

responsibility to report other Registrants who may constitute a danger to the public.

b) Calendars – Updated

The Registrar presented calendars, complete with Board and Committee meeting dates, for October, November and December 2012.

c) Expense Form

Expense forms were distributed to the Board for their convenience.

vii Business Arising from Committee Minutes

**a) Approved Inquiry Committee Meeting Minutes
(not distributed to Discipline Committee members)**

Approved meeting minutes were presented for members of the Board to review.

b) Approved Registration Committee Meeting Minutes

Approved meeting minutes were presented for members of the Board to review.

viii Other Business

Sterilization was discussed by the Board; specifically clarifying that cold sterilization is not sterilization but rather disinfection. The Board directed the Registrar to add Autoclave to the next meeting agenda for discussion.

The meeting was adjourned at 3:40 pm.