

COLLEGE OF DENTURISTS OF BRITISH COLUMBIA

Minute's #B084 – June 18, 2011 Approved

Board Members in Attendance: B. Butt G. Feldman
P. Gardner C. LeVasseur
T. Merkley T. Perrault
D. Sailer

Regrets: C. Ferreira
D. Harden

Observers: D. Hengel

Staff in Attendance: J. Roff, Registrar
T. Cahill-Closs, Recording Secretary

The meeting was called to order at 10:00 am

i Approve Draft Agenda

The following items were added to the draft agenda,

- Seniors' Oral Health Secretariat Update
- Approve Revised Registration Certificate Content
- Riot Confession

MOTION: By D. Sailer, that the draft agenda be approved as amended.
Seconded by C. LeVasseur.

CARRIED

These minutes are approved as circulated.

Date

Chair of the Board

ii Approve Draft Minutes of April 1, 2011

MOTION: By T. Merkley, that the draft minutes of the April 1, 2011 meeting be approved as presented. Seconded by P. Gardner.

CARRIED

iii Registrar's Report

a) Unaudited Financial Statements

The members of the Board reviewed the unaudited financial statements for April 2011. The Registrar highlighted the 'Stationary Expense', which reflects the full year expense. Also, the 'Registrant's Handbook Expense', reflects binders tabs purchased in preparation for a revised Registrant handbook.

b) Health Professions Review Board Update

The College had one matter before the Health Professions Review Board, which required the Registration Committee to review one of their decisions. The process was completed and the Registration Committee agreed to uphold their original decision.

At this time, the College does not have any other matters before the Health Professions Review Board.

c) Theory Examination Update

The next Theory Examination will be held on Thursday June 30, 2011 at Douglas College. At this time, twelve candidates have confirmed their attendance. The payment deadline is Monday June 20, 2011.

d) Clinical Examination Update

The Clinical Examinations will be held from July 12 to 15, 2011 at Vancouver Community College. The signed contracts from Vancouver Community College and the Examination Coordinator were presented. Chris Nordell is the 2011 Clinical Examination Coordinator and there are twelve candidates eligible to challenge these examinations.

e) Regulator's Meeting Update

The Canadian Federation of Denturist Regulators did not meet in Moncton, New Brunswick as previously reported. The meeting was postponed due to the Minister of Health's investigation of the

College of Denturists of Ontario.

iv Scope of Practice Update

T. Perrault reported that the Scope of Practice Panel continues to work on a draft proposal to request an increased scope of practice for the profession of Denturism. The Panel includes P. Gardner, D. Sailer and T. Perrault.

A PowerPoint presentation and an implant video demonstration were presented. It was suggested that the wording in the PowerPoint presentation be amended to read "two or more implants".

It was also suggested that the members of the Board receive approval from the government for the College's proposed bylaws, prior to presenting the request for an increased scope of practice. The Board recognized the importance for the Denturist Association of BC (DABC) to be involved in the development of a request for an increased scope of practice.

Action item: The Scope of Practice Panel will speak to representatives from the DABC regarding next the opportunity for collaboration.

v Approved Audited Financial Statements

The draft audited financial statements for the year ending March 31, 2011 were presented to the Board for review.

The Registrar explained the following comparisons,

- Salaries and Benefits Expense was lower this fiscal year due to a staff member's maternity leave,
- Audit and Legal Expense was higher due to the ongoing Health Professions Review Board matters, and
- Communication Expense was higher due to maintenance required for the College's server.

MOTION: By P. Gardner to approve the draft audited financial statements for the year ending March 31, 2011 as presented. Seconded by T. Merkley.

CARRIED

vi Approved CDBC Proposed Draft Bylaws

The amended CDBC proposed draft bylaws were presented for review.

The Board discussed section 5.01 of the proposed bylaws: the minimum number of practice hours required to renew registration. The Board agreed that 675 hours, every three years, was most appropriate.

MOTION: By G. Feldman to approve the amended proposed draft bylaws as presented. Seconded by C. LeVasseur.

CARRIED

vii Policy Development – Advertising

a) Implant Centre

The members of the Inquiry Committee requested the Board's approval of the revised Advertising Policy: Implant Centre.

MOTION: By D. Sailer to not approve the Advertising Policy: Implant Centre policy as presented. Seconded by G. Feldman.

CARRIED

Action item: T. Merkley volunteered to investigate the costs associated with requiring five Registrants to change their corporate name.

Action item: The Registrar was directed to send D. Sailer a copy of our legal council's correspondence regarding this matter.

Action item: As per the Board's direction, the members of the Inquiry Committee will redraft the Advertising Policy: Implant Centre to prohibit any Registrant from using the phrase 'Implant Centre' in their corporate name. The members of the Board will review the revised draft at their September 2011 meeting.

b) Use of Coupons and/or Discounts

The members of the Board reviewed the material presented. They agreed that any form of coupon and/or discount is not acceptable.

Action item: As per the Board's direction, the members of the Inquiry Committee will draft an Advertising Policy: Coupons and/or Discounts

to prohibit any Registrant from using coupons and/or discounts in their advertising. The members of the Board will review this draft policy at their September 2011 meeting.

viii Strategic Development: Establishing Quorum for 2011 AGM

Information with respect to video conferencing and other strategies to ensure quorum at the College's AGM was distributed to the Board.

Action item: The Executive Secretary will investigate the fees associated with GoToWebinar.

MOTION: By P. Gardner to provide a \$1000 budget for the exploration and testing of technology to ensure the College can establish quorum at the AGM in September. Seconded by D. Sailer.

CARRIED

ix 2012 Pacific Dental Conference Booth

Information was presented regarding the number of Denturists who have attended the previous Pacific Dental Conferences (PDC).

Next year the PDC will be held on March 8 – 10, 2012.

This agenda item is tabled for the next Board meeting in September 2011.

Action item: The Executive Secretary will email the dates of the 2012 PDC to the members of the Board.

x Quality Assurance Development

a) Approve Checklist for Returning Registrants

MOTION: By T. Merkley to approve the Quality Assurance Checklist 2011 (Registrant Returning to Active Practice) as presented. Seconded by P. Gardner.

CARRIED

b) Field Contribution Activity: Minimum Hours Required

The Board discussed the minimum continuing education hour requirement and agreed to keep it at 5 hours.

xi Bylaw Clarification: Remuneration

The Board considered the matter of whether members who choose to attend other Committee meetings, that they do not serve on, should receive a per diem and reimbursement of their expenses.

MOTION: By B. Butt, that per diem and expenses only be paid to Board members who attend Committee meetings for which they are appointed, unless otherwise invited to attend. Seconded by T. Merkle

CARRIED

xii Unregistered Practice Concerns

The Board discussed the possibility of an unregistered person, Alex Loboza, practicing and/or holding himself out as a Denturist.

MOTION: By G. Feldman to investigate this unregistered person. Seconded by B. Butt.

CARRIED

Action item: The Registrar will develop a process for investigating this individual.

xiii Calendars (Updated) & Expense Form

The Registrar presented calendars, complete with Board and Committee meeting dates for June, July, August and September. It was noted that the Registration Committee meeting has been moved from August 19th to August 12th.

Expense forms and an updated Committee member list were distributed to the Board.

xiv 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 Quality Assurance Committee Meeting Minutes
Approved meeting minutes were presented for members of the Board to review.

c) Approved Registration Committee Meeting Minutes

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

xiv Other Business

a) Seniors' Oral Health Secretariat Update

C. LeVasseur reported that a formal dismantle of the Senior's Oral Health Secretariat has not yet been completed.

b) Approve Revised Registration Certificate Content

Information was circulated to members of the Board regarding the Certificate of Registration. Due to changes in the proposed draft bylaws, the College will be required to revise their current Certificate of Registration. A draft design was presented for consideration.

The Board agreed that it was important to continue with two signatures on the Certificate of Registration. They noted that a signature stamp would be acceptable for the Chairperson.

The Board also agreed that the phrase "License since" should be removed from the Certificate of Registration.

c) Riot Confession

The Executive Secretary reported on conversation between herself and Redacted a student registrant of the College. The student admitted to lighting a car on fire during the riot after Game 7 of the Stanley Cup Playoffs.

MOTION: By D. Sailer to direct the Executive Secretary to report her conversation with Redacted to the Vancouver Police department and for the Registrar to present this matter to the Registration Committee for review. Seconded by P. Gardner.

CARRIED

The meeting was adjourned at 12:19 pm.