

COLLEGE OF DENTURISTS OF BRITISH COLUMBIA

Minute's #B077 – December 11, 2009 **APPROVED**

Board Members in Attendance: G. Feldman P. Gardner
D. Harden A. Hupka
C. LeVasseur T. Merkley
T. Perrault F. Yoo

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

Guests: Maria Green – Denturist Association of BC
Darren Sailer – Denturist Association of BC

The meeting was called to order at 10:06 am

i Approve Draft Agenda

MOTION: By P. Gardner, that the draft agenda be approved as amended with the following items added under 'Other Business': Velscope Policy Panel and Patient Relations Workshop. Seconded by T. Merkley.

CARRIED

These minutes are approved as circulated.

April 15/10
Date


Chair of the Board

ii Approve Draft Minutes

MOTION: a) **September 25, 2009**
By A. Hupka, that the draft minutes of the September 25, 2009 meeting be approved as presented. Seconded by F. Yoo.
CARRIED

MOTION: b) **September 26, 2009**
By A. Hupka, that the draft minutes of the September 26, 2009 meeting be approved as presented. Seconded by F. Yoo.
CARRIED

iii Registrar's Report

a) Unaudited Financial Statements

The members of the Board reviewed the unaudited financial statements.

b) Replacement Board Member

The Registrar updated the Board on the Board Resourcing and Development Office's (BRDO) progress in finding a replacement for Mr. D. Hart's position. The BRDO is actively recruiting, but have not found a replacement.

If any Board members know of someone who they think may have the knowledge, skills and experience to sit on the College Board, please have them apply to the BRDO.

A plaque and thank you card were sent to D. Hart for his years of service on the Board.

iv Approve Draft Budget (April 2010 – March 2011)

MOTION: By P. Gardner to approve the budget for April 2010 to March 2011 as presented. Seconded by A. Hupka.
CARRIED

v Approve 2010 Board Meeting Dates

MOTION: By D. Harden to approve the Board meeting dates as presented. Seconded by T. Merkley.

CARRIED

The Denturist Association's annual convention will be held in Whistler in May 2010.

vi Approve 2010 Annual General Meeting Location

MOTION: By C. LeVasseur to hold the Annual General Meeting on Saturday September 11, 2010 in the Lower Mainland. Seconded by G. Feldman.

CARRIED

vii Approve 2010 Committee Meeting Dates

MOTION: By T. Merkley to approve the Committee meeting dates as presented. Seconded by P. Gardner.

CARRIED

viii Approve 2010 Election Schedule

MOTION: By F. Yoo to approve the 2010 election schedule as presented. Seconded by C. LeVasseur.

CARRIED

ix Proposed Bylaw Amendments Update

The Registrar summarized her conversations with D. Beckett from the Ministry of Health regarding the College's bylaw amendments. D. Beckett indicated that our College could request a 6 week consultation period, rather than the standard three month period. In response to various comments made by D. Beckett, our legal council has suggested 15 minor changes. These changes will be distributed to the members of the Board, via email, for their approval.

x Quality Assurance Update

The Program Coordinator provided an update for the members of the Board. She reviewed the positive feedback received in response to the College's Quality Assurance presentation in September 2009. She also reported that 70 Registrants completed the Checklist this year, as opposed to 50 last year.

xi Health Profession Review Board Update

The Registrar provided updates on the two registration matters and one inquiry matter that have gone before the Health Professions Review Board.

xii Scope of Practice Update

The Registrar, Chair of the Board and Darren Sailer provided an updated on their progress towards increasing the Scope of Practice for Denturists in BC. The College is working with the Association to ascertain what Denturist's want and where they want to go as a profession. The members of the Board will work together to produce a position paper regarding an expanded scope of practice.

xiii Examination Update

The Registrar provided an update regarding the College's licensure examinations.

The Registration Committee has been working with representatives from Vancouver Community College (VCC) to review and modify the College's theory examination. Currently, the Committee is in the process of reclassifying the questions to determine where question development will be needed. The next theory examination is scheduled for Friday January 29, 2010.

The feedback received from examiners and candidates, regarding the location of the clinical examination at VCC, was very favourable. It is anticipated that the 2010 clinical examination will also be held at VCC, with approximately 15 students challenging the exam.

xiv Draft Policy Development

MOTION: a) Advertising: Years of Experience

By D. Harden that a policy be created "to ensure that all advertising is accurate and incapable of misleading the recipient, Registrants must be very specific when describing their years of experience." Seconded by A. Hupka.

CARRIED

MOTION: b) Advertising: CDBC's Logo

By D. Harden that the Registrar is to develop a policy that mirrors the College of Registered Nurses of BC's existing policy regarding the use of the College's logo. Seconded by A. Hupka.

CARRIED

It was noted that all requests for use of the College's logo must be submitted to the Registrar of the College of Denturists of BC.

xv Board Member Mentoring Program

On behalf of the Executive Committee, the Registrar introduced the idea of a Board Member Mentoring Program. This will be in addition to the current orientation of all new members and take place on a voluntary basis. Board members wishing to participate in this program must contact the Registrar.

xvi Calendar

The calendars for December 2009 to April 2010 were presented.

In the future, it was suggested that meetings held via teleconference be differentiated that those held in person, on the calendars distributed.

xvii Business Arising from Committee Minutes

a) Approved Executive Committee Meeting Minutes

Executive Committee meeting minutes were presented.

b) Approved Inquiry Committee Meeting Minutes

Inquiry Committee meeting minutes were presented.

xviii Other Business

a) Velscope Policy Panel

The Velscope is a device used in the detection of oral cancer. As Denturists are not permitted to diagnose, all patients must be referred to a dentist or doctor. Therefore, the members agreed that no policy is needed in regards to the use of the Velscope.

College of Denturists of BC
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b) Patient Relations Workshop

T. Merkley informed the Board of the Patient Relations workshop that was attended by a few Board members and staff.

The meeting was adjourned at 12:14 pm.