

CANADIAN DENTAL REGULATORY AUTHORITIES FEDERATION

MINUTES OF MEETING BOARD OF DIRECTORS

Friday, April 15, 2016
Fairmont Château Laurier Hotel, 1 Rideau Street, Ottawa, ON

The 25th meeting of the Canadian Dental Regulatory Authorities Federation took place on Friday, April 15, 2016.

PARTICIPANTS:

Dr. Nancy Auyeung, Past-President, Manitoba Dental Association
Dr. Chris Baker, Chair, Provincial Dental Board of Nova Scotia
Dr. Carla Cohn, President, Manitoba Dental Association
Ms. Caroline Daoust, Registrar, L'Ordre des dentistes du Québec
Dr. Barry Dolman, President, L'Ordre des dentistes du Québec
Dr. Tobin Doty, President, Alberta Dental Association and College
Mr. Irwin Fefergrad, Registrar, Royal College of Dental Surgeons of Ontario
Dr. Véronique Gagnon, L'Ordre des dentistes du Québec
Dr. Martin Gillis, Registrar, Provincial Dental Board of Nova Scotia
Dr. Allan Graas, Vice-President, Alberta Dental Association and College
Dr. Erik Hutton, Vice-President, College of Dental Surgeons of British Columbia
Dr. Louie Kriel, President, College of Dental Surgeons of Saskatchewan
Dr. Guy Lafrance, Vice-President, L'Ordre des dentistes du Québec
Mr. Dan Leger, Registrar, New Brunswick Dental Society
Dr. Elizabeth MacSween, Council member, Royal College of Dental Surgeons of Ontario
Mr. Jerome Marburg, Registrar, College of Dental Surgeons of British Columbia
Dr. Paul O'Brien, Registrar, Newfoundland and Labrador Dental Board
Dr. Brian Rinehart, President, CDRAF/Delegate, New Brunswick Dental Society
Dr. David Segal, Vice-President, Royal College of Dental Surgeons of Ontario
Dr. Cliff Swanlund, Delegate, Alberta Dental Association & College
Dr. Gordon Thompson, Executive Director/Registrar, Alberta Dental Association & College
Dr. David Tobias, President, College of Dental Surgeons of British Columbia
Dr. Ray Wenn, Registrar, Dental Council of Prince Edward Island
Dr. Marcel Van Woensel, Registrar, Manitoba Dental Association
Dr. Bernie White, Registrar, College of Dental Surgeons of Saskatchewan
Dr. Ronald Yarascavitch, President, Royal College of Dental Surgeons of Ontario

STAFF:

Dr. Diane Legault, CDRAF Executive Director
Ms. Angie Sherban, CDRAF Executive Assistant

1. CALL TO ORDER

Dr. Rinehart called the meeting to order 2:00 p.m. and welcomed CDRAF Board members to the meeting.

2. APPROVAL OF AGENDA

It was requested by Dr. Tobias that the following items be added to the agenda that was circulated:

- (a) Future of the CDA/CDRAF Interface Committee (CCIC)
- (b) RCDC Funding and Fellowship

Dr. Rinehart added that there would be a verbal discussion at the end of the meeting on the Executive Director's probation period.

MOTION: Dolman/Tobias

THAT the CDRAF Board approves the agenda of the April 15, 2016 meeting, as amended.

CARRIED
(Unanimously)

3. PRESIDENT'S REMARKS

Dr. Rinehart welcomed Dr. Legault to her first Board meeting of the CDRAF in her position of Executive Director. He was pleased to report that Dr. Legault had assumed the role seamlessly. He thanked the Registrars for their assistance with the core business files in the interim until Dr. Legault was hired.

4. EXECUTIVE DIRECTOR'S REMARKS

Dr. Legault stated that she looked forward to working with the Management Group and Board. She thanked Mr. Fefergrad for his assistance during her transition

period and also the Royal College of Dental Surgeons of Ontario for the resources provided.

Dr. Legault reported that although she had been Executive Director for three months, she did not have a clear picture of CDRAF's future and she welcomed the Board's views on this matter. Her goals for the future will include developing a strategic plan for the organization and to establish a working relationship with CDRAF's key stakeholders.

Dr. Legault advised that she has had very positive dialogue with the National Dental Examining Board of Canada (NDEB), the Commission on Dental Accreditation of Canada (CDAC), the Canadian Dental Association (CDA) and the Association of Canadian Faculties of Dentistry (ACFD). She has also had discussions with other health regulatory authorities, such as pharmacy and physicians in order to share a wealth of information.

5. FINANCIAL REPORT

Dr. Auyeung, Treasurer, reported on the financial situation of the CDRAF and referred Board members to the following documents in their materials:

- (a) Fund Balance vs. Budget Report
- (b) Fund Balance and Bank Reconciliation

Dr. Auyeung thanked Ms. Kelly Tripp for her assistance in preparing the documents.

It was reported that since the Fund Balance Report was prepared, membership fees have been received from the College of Dental Surgeons of British Columbia. The outstanding fees from Nova Scotia and New Brunswick will be collected shortly.

Dr. Auyeung reported that the fund balance at the end of 2015 was \$16,552. With revenue and disbursements, the balance at the end of March 2016 was \$281,133. One of the Board members suggested that in future net and restricted figures be included on the balance sheet, as shown on the Auditor's Report.

A copy of the draft financial statements for December 31, 2015 was provided to the Board for its review and approval. Dr. Auyeung was pleased to report that it

was complimentary that there were no notes from the auditor to the financial statements.

There being no discussion on the draft 2015 financial statements, the following motion was made:

MOTION: Auyeung/MacSween

THAT the CDRAF Board approves the draft audited financial statements, as at December 31, 2015, as presented at Appendix A of the Board materials.

CARRIED
(Unanimously)

The CDRAF Board agreed to reappoint Deloitte LLP as the auditors for 2016.

MOTION: Auyeung/Thompson

THAT the CDRAF Board approves the reappointment of Deloitte LLP as its auditors for 2016.

CARRIED
(Unanimously)

6. COMMISSION ON DENTAL ACCREDITATION OF CANADA (CDAC)

6.1 Proposed changes to the Dental Specialty accreditation requirement 3.1.2 regarding Program Directors

The CDRAF Board was provided with a letter from CDAC dated January 13, 2016 regarding proposed changes to the Dental Specialty accreditation requirement 3.1.2 regarding Program Directors. The proposed change is that a program director must “have completed an endodontics (or whatever specialty) program” and have the professional experience, authority and responsibility necessary to fulfill the program objectives and outcomes.

Dr. Legault reported that she was advised by ACFD that the total number of program director positions for all specialties is 33, with 4 current vacancies and another future vacancy.

The CDRAF Board was reminded that a similar request was received from CDAC in 2014 and at that time the CDRAF Board opposed the proposed amendment.

There was discussion on giving consideration to this request as it was stated that requiring RCDC Fellowship status may discourage some of the best candidates for these positions, but it was noted that it would not be seen favourably in those provinces that have Fairness Commissioners.

It was suggested that since the request from CDAC in 2014, the professional landscape may have changed and that it would be beneficial to speak with ACFD further on this item to try and reach a solution.

It was agreed not to accept the proposed changes by CDAC at this time, but that the CDRAF Management Group meet with ACFD and CDAC for further discussion and report back to the CDRAF Board on the outcome of that discussion.

Dr. Legault stated that she will invite Dr. Yen to attend the CDRAF Management Group meeting in June.

6.2 CDRAF Representative on CDAC

It was reported that Dr. Martin Gillis' first term as the CDRAF representative on CDAC and the Dentistry Committee will end following the November 2016 CDAC meeting and he is eligible for a second three-year term.

Dr. Gillis expressed an interest in being re-nominated and the CDRAF Board agreed.

MOTION: Baker/Wenn

THAT the CDRAF Board re-nominate Dr. Martin Gillis as the CDRAF representative to the Commission on Dental Accreditation of Canada (CDAC), for a second-year term effective November 2016.

CARRIED
(Unanimously)

6.3 CDAC Report, Financial Information for 2015 and Budget for 2017

The CDRAF Board reviewed the report and financial information from CDAC.

It was reported that the 2015 CDAC budget projected a deficit of \$100,000. However, the December 31, 2015 year-end deficit was \$256,322 and this was due to increases in per diems, survey costs and personnel costs.

7. ASSOCIATION OF CANADIAN FACULTIES OF DENTISTRY (ACFD)

The CDRAF Board was provided with a letter from ACFD dated November 23, 2015 requesting a meeting with CDRAF to discuss a joint project concerning post-graduate year 1 training (PGY1) for all dental graduates across Canada. ACFD suggested that a joint working group with CDRAF be formed to prepare a literature review of the subject, develop and evaluate pilot PGY1 project and investigate resources necessary to develop a PGY1 project, such as staffing and financial resources and physical facilities. It was suggested that the working group be funded 50/50 by both organizations.

The CDRAF Board reviewed the proposal and there was a lengthy discussion on this. Although they supported the concept, they felt that other stakeholders should also be included, such as CDAC and NDEB, and the cost could be shared amongst them.

The CDRAF Management Group was directed to investigate this project further and report back to the CDRAF Board in October. Dr. Legault advised that the CDRAF Management Group will discuss this item with Dr. Yen when he attends its meeting in June.

MOTION: Van Woensel/Daoust

THAT the CDRAF Board supports the investigation of the joint project on PGY1 with the inclusion of other stakeholders and the cost to be shared equally amongst all those parties.

CARRIED
(Unanimously)

8. INTERNATIONAL CONFERENCE OF DENTAL REGULATORS

8.1 Proposed Dentist Accreditation Standards

Mr. Fefergrad, Executive Director of the International Society of Dental Regulators (ISDR) reported on the upcoming conference being held in Geneva, Switzerland on Friday, May 20, 2016.

At its September 16 2016 meeting, the General Assembly of ISDR established a working group to develop international accreditation standards for dentistry programs, supported by proposed competencies for newly qualified general dentists. These accreditation standards were approved, in principle, at the General Assembly meeting.

In April, a draft document was circulated to stakeholders for comment. There have been many comments received with concern about the direction of the working group and the purpose of the document. The working group spent a great deal of time and effort on the document that was circulated, but there has been concern expressed that it may have exceeded its mandate.

The CDRAF Board felt that the working group should continue its work on this document taking into account comments received after the consultation.

MOTION: Rinehart/Baker

THAT the CDRAF Board direct its representatives at the ISDR General Assembly meeting to support a motion that the ISDR working group continues its work on the proposed accreditation standards document.

There was a friendly amendment to this motion:

MOTION: Marburg/Hutton

THAT CDRAF recommends that a new working group be formed to explore guidelines for certification of dentists.

CARRIED
(Unanimously)

8.2 ISDR Executive Committee - Election

There will be an election for the ISDR Executive Committee at the General Assembly meeting on May 20, 2016.

CDRAF is a member of ISDR and has one vote at the General Assembly meeting. As budgeted in 2015, the President and Executive Director of CDRAF will attend the ISDR conference on May 20, 2016 as delegates.

Mr. Fefergrad reported that Dr. Barry Dolman has been nominated as President and Dr. David Segal has been nominated as Member-at-Large.

Mr. Fefergrad stated that the success of the 2016 conference was in large part attributable to Dr. Dolman and his ability to “think outside the box”.

Dr. Segal was a valuable and contributing member of the ISDR Executive Committee in 2015.

The CDRAF Board was in agreement for CDRAF to vote for Dr. Dolman and Dr. Segal in the ISDR Executive Committee election.

MOTION: Wenn/Tobias

THAT CDRAF casts its vote in the ISDR Executive Committee election for Dr. Barry Dolman as President.

CARRIED
(Unanimously)

MOTION: Yarascavitch/Tobias

THAT CDRAF casts its vote in the ISDR Executive Committee election for Dr. David Segal as Member-at-Large.

CARRIED
(Unanimously)

9. ROYAL CANADIAN DENTAL CORPS (RCDC)

The CDRAF Board was advised that a request was received from Colonel Kevin Goheen of RCDC for it to be considered for membership in CDRAF.

Dr. Legault advised that under the CDRAF by-laws, RCDC does not meet the requirements to become a voting member. However, following discussion, it was agreed that RCDC could be invited to attend open Board meetings of CDRAF as observers in a non-voting capacity.

Dr. Legault was directed to inform RCDC of the CDRAF Board's decision to invite it as an observer to future Board meetings.

10. PROCESS FOR NATIONAL DENTAL SPECIALTY RECOGNITION

Mr. Fefergrad was asked to address this matter. He stated that although there was no urgency, there was one application received for a dental anaesthesia as a specialty for national recognition. After the process was completed, it was noted that it may be less political to have non-binding names from stakeholders submitted to the CDRAF Board for appointment to the National Dental Specialty Committee. Currently, stakeholders provide their own representatives.

The CDRAF Board felt that more discussion was needed on this item and in the interest of time, it was agreed to table it to the next CDRAF Board meeting. The Registrars will also discuss this further at one of their future meetings.

11. FUTURE CDRAF BOARD MEETINGS

11.1 CDRAF Board Meeting Dates

Dr. Legault, in discussion with the CDRAF Management Group, recommended that the CDRAF Board schedule its meetings at the same time every year in order for members to organize schedules and make travel arrangements. Accordingly, it is suggested that the spring Board meeting be held on the Saturday of the Canadian Dental Association Annual Board meetings (April); and the fall Board meeting be held on the Friday and Saturday following Thanksgiving (October).

The CDRAF Board agreed with these recommendations.

MOTION: Dolman/Doty

THAT the CDRAF Board meetings will be scheduled as follows:

- **Spring: to be held on the Saturday of the CDA Annual Board meeting in April.**
- **Fall: to be held on the Friday and Saturday following Thanksgiving in October.**

CARRIED
(Unanimously)

11.2 Program

Dr. Rinehart reported that traditionally the second day of the October CDRAF Board meeting is allotted for an educational session. There has been a lot of discussion on the CDRAF being more transparent with external stakeholders and it was suggested that more time be given to learning more from the stakeholders during this time.

Dr. Tobias also suggested that some time be dedicated to strategic planning in order to understand what direction the organization is taking.

Program planning will be discussed at a future CDRAF Management Group meeting.

11.3 Policy re Social Event

Historically, organized dinners on Thursday nights of the meeting are split between the provinces attending and the dinner on the Friday night is paid for by the host province.

Dr. Ayeung reported that when Manitoba was given the opportunity to host the social dinner event during the October 2015 CDRAF Board meeting, there was a misunderstanding regarding who was responsible for payment. A large number of people attended and the final invoice was paid for by the CDRAF.

The CDRAF Board was asked to decide on whether it wished to have CDRAF cover the costs of the dinner on Friday nights of the Board meetings – if so, this would need to be included as a future budget item.

Mr. Marburg advised that British Columbia will cover the cost of dinner social events for the October 2016 Board meeting.

12. CANADA/EUROPE FREE TRADE AGREEMENT

Dr. Peter Trainor, Chair of the CDRAF Commission, was invited to attend this portion of the meeting to provide an update on CETA and TPP. CDRAF Board members were provided with his written report dated April 15, 2016.

Dr. Trainor reported that at a recent teleconference meeting of the Commission members and Registrars related to the file, it was unanimously recommended that the Board prepare a brief for the Federal Minister of International Trade and the Prime Minister to set out CDRAF's accomplishments in labour mobility, accreditation and equivalency processes and other achievements in dentistry. He stressed the importance of keeping government and, in particular, bureaucracy, informed on dentistry's accomplishments to-date. If agreed to, the Commission and Registrars would work with Dr. Legault and Mr. Robert Lees of the RCDSO to prepare a brief document in draft for the Commission's, Registrars' and Board's review in October.

MOTION: CDRAF Commission

THAT the CDRAF Board prepare a comprehensive document/brief to government outlining all of the CDRAF's steps that it has taken with respect to labour mobility and its plans for the future.

Some Board members did not feel this was the right approach at this time but that the information should be collated, but not released to government yet.

Mr. Fefergrad advised that unless there was a direction on where the information was going, he was not prepared to have his staff spend time and effort on preparing the material. There was an amendment made to the motion:

MOTION: Wenn/Tobias

THAT the CDRAF Board directs the CDRAF Commission to prepare a comprehensive document/brief to government outlining all of CDRAF's

past steps that it has taken with respect to labour mobility and to propose future action.

CARRIED

13. TOPICS FOR DISCUSSION AT THE REQUEST OF PROVINCES

Mr. Marburg reported briefly on the France-B.C. MRA initiative.

14. FOR INFORMATION

There was no discussion on the material provided for information.

15. OTHER BUSINESS

Dr. Rinehart and the CDRAF Board discussed the probationary period for Dr. Legault. Dr. Legault and Ms. Sherban were not in attendance for this discussion and there were no minutes recorded on this item.

16. APPROVAL OF MINUTES

There were no amendments made to the CDRAF Board meeting minutes of October 16, 2015 and they were approved, as circulated.

MOTION: Wenn/Doty

THAT the CDRAF Board meeting minutes of October 16, 2015 be approved, as circulated.

CARRIED

(Unanimously)

17. ADJOURNMENT

There being no further business, the meeting was adjourned at 5:35 p.m.

MOTION: Marburg/O'Brien

THAT the CDRAF Board meeting of April 15, 2016 be adjourned.

CARRIED

(Unanimously)