

CANADIAN DENTAL REGULATORY AUTHORITIES FEDERATION

MINUTES OF MEETING BOARD OF DIRECTORS

Friday, October 15, 2021
Via Zoom videoconference

A meeting of the CDRAF Board of Directors took place on Friday, October 15, 2021 at 11:00 a.m. EDT.

PARTICIPANTS:

Dr. Maurice Coady, Registrar, (CDRAF Chair), Dental Council of Prince Edward Island

Dr. Randall Croutze, Chief Executive Officer, Alberta Dental Association and College

Ms. Caroline Daoust, Directrice générale et secrétaire, (CDRAF Vice-Chair), L'Ordre des dentistes du Québec

Mr. Daniel Faulkner, Registrar and CEO, (CDRAF Treasurer), Royal College of Dental Surgeons of Ontario

Ms. Andréa Foti, Assistant Registrar, Royal College of Dental Surgeons of Ontario

Dr. Curtis Gregoire, Deputy Registrar, Provincial Dental Board of Nova Scotia

Dr. Chris Hacker, Registrar, College of Dental Surgeons of British Columbia

Mr. Dan Leger, Registrar, New Brunswick Dental Society

Dr. Doug Mackey, Registrar, Provincial Dental Board of Nova Scotia

Dr. Arun Misra, Registrar, Manitoba Dental Association

Dr. Paul O'Brien, Registrar, Newfoundland and Labrador Dental Board

STAFF:

Dr. Jack Gerrow, CDRAF Executive Director

Ms. Angie Sherban, CDRAF Executive Assistant

REGRETS:

Dr. Gerry Uswak, Registrar, College of Dental Surgeons of Saskatchewan

MEMBER REPRESENTATIVES AND REPRESENTATIVES OF OTHER ORGANIZATIONS:

Dr. Paul Andrews, President, Canadian Dental Specialties Association

Dr. Nancy Auyeung, CDRAF representative to the Commission on Dental Accreditation of Canada

Dr. Cathia Bergeron, Vice-President, Association of Canadian Faculties of Dentistry

Dr. Joy Carmichael, Past-President, New Brunswick Dental Society

Ms. Lee Callan, Director, Commission on Dental Accreditation of Canada

Dr. Marie Dagenais, Registrar/Executive Director, National Dental Examining Board of Canada

Colonel Jean-Pierre Picard, Deputy Director, General Health Services (Clinical), Chief Dental Officer, Canadian Armed Forces, Royal Canadian Dental Corps.

Dr. Benoit Soucy, Director, Clinical and Scientific Affairs, Canadian Dental Association

Dr. James Taylor, Office of the Chief Dental Officer of Canada

Dr. Sandy Venditti, President, Royal College of Dental Surgeons of Ontario

1. CALL TO ORDER

The Chair, Dr. Coady, welcomed everyone and called the meeting to order at 12:30 p.m. EDT.

2. APPROVAL OF AGENDA

Ms. Daoust requested and it was agreed to that the meeting would be moved *in-camera* at the end of the meeting for CDRAF Board members only to discuss a process for performance review of the Executive Director.

The agenda was approved, as amended.

MOTION #1: Daoust/Mackey

THAT the agenda of the meeting of October 15, 2021 be approved, as amended.

CARRIED
(Unanimously)

3. MINUTES OF PREVIOUS MEETINGS

The CDRAF Board was provided with minutes from the meeting of August 20, 2021 for review and approval. There were no revisions identified and the minutes were approved, as circulated.

MOTION #2: Croutze/Misra

THAT the minutes of the CDRAF Board meeting of August 20, 2021 be approved, as circulated.

CARRIED
(Unanimously)

Dr. Coady reminded Board members to approve meeting minutes electronically for more efficiency.

4. BUSINESS ARISING

4.1 National Competency Standards for General Dentists

Dr. Gerrow reported that the Working Group on National Competency Standards for General Dentists circulated a draft document to Board members at the meeting of August 20, 2021 for review and feedback. Since that meeting, the Working Group met and reviewed the comments received from the Board, as well as from the National Dental Examining Board of Canada (NDEB) and from the Association on Canadian Faculties of Dentistry (ACFD).

He added that a revised draft has been prepared and would be shared with the Academic Deans for their feedback. It will then be brought back to the CDRAF Board before being widely distributed to stakeholders. It is anticipated that it will be near to completion by spring 2022.

5. 2021-2022 ELECTION OF OFFICERS

MOTION: Croutze/Mackey

THAT the CDRAF officers for 2021/2022 are as follows:

- **Ms. Caroline Daoust, Chair**
- **Mr. Daniel Faulkner, Vice-Chair**
- **Dr. Arun Misra, Treasurer**

CARRIED
(Unanimously)

6. CDRAF STRATEGIC PLAN

The CDRAF Board was provided with a copy of the modified Strategic plan for 2021-2022. Dr. Gerrow emphasized the importance for the Board to review the status of the Strategic Plan at each meeting. He referred to the Strategic Initiatives on page 6 of the document, specifically #1: “Develop national competency standards for general dentists and dental specialists.”

There was discussion on the need for standards for dental specialists being more critical than ever because of the ongoing discussions around certification.

Dr. Dagenais advised that NDEB has started to work on competency profiles for each dental specialty. She added that the specialists in each specialty have yet to review the competencies and then they would be forwarded to CDRAF for circulation to dental specialists to validate the work.

She undertook to provide a draft copy of the competency profiles to include as resources for the CDRAF Board meeting of October 30, 2021, but requested that the document not be widely circulated to anyone other than DRAs.

Dr. Gerrow referred the CDRAF Board to the statement in the Strategic Plan: “To embrace and promote standards with regard to cultural safety and humility.” He encouraged Board members to work with him and Dr. Hacker in ensuring this is adhered to on the agenda for each meeting.

7. CDRAF BY-LAWS

A copy of the by-laws was provided for information and reference.

8. CDRAF REPRESENTATIVES AND OBSERVERS AT OTHER MEETINGS

Dr. Gerrow reported that the NDEB Annual General Meeting will be held in Ottawa on October 23, 2021. As the meeting will be held in-person, he will attend as CDRAF representative.

Dr. Auyeung advised that the CDAC Dentistry Committee is scheduled to be held on December 16, 2021 and the CDAC Board meeting will be held on December 17, 2021. Dr. Auyeung and Ms. Daoust will attend as the CDRAF representatives. Dr. Gerrow will attend as an observer.

9. NEW BUSINESS

There was no new business raised.

10. MEETING DATES 2022

Proposed meeting dates for 2022 were provided for the Board members to review. It was agreed to move the October 2022 Members Meeting and Board Meeting to Thursday, October 13 in order to accommodate some DRA schedules.

It was agreed that if Registrars' meetings are required between Board meetings, they will be arranged for Mondays at 2pm EDT, where possible.

The following dates for Board and Members' meetings in 2022 were agreed upon:

CDRAF Board

Friday, February 18, 2022	Via Zoom
Friday, April 22, 2022	In-person (<i>tentative</i>)
Thursday, August 18 and Friday, August 19, 2022	In-person (<i>tentative</i>) - Meeting and Strategic Planning
Thursday, October 13, 2022	Via Zoom

CDRAF Members

Thursday, October 13, 2022	Via Zoom
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11. CORRESPONDENCE

There was no correspondence provided for this meeting.

12. ADJOURNMENT

There being no further business, the meeting was adjourned at 1:15pm. Dr. Coady thanked the Board and staff for their ongoing support during his tenure as Chair. He in turn congratulated Ms. Daoust, Mr. Faulkner and Dr. Misra on their roles as elected officers.