

CANADIAN DENTAL REGULATORY AUTHORITIES FEDERATION

MINUTES OF MEETING BOARD OF DIRECTORS

Friday, April 22, 2022
Via Zoom videoconference

A meeting of the CDRAF Board of Directors took place on Friday, April 22, 2022 at 11:00 a.m. EDT.

PARTICIPANTS:

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

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

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

Ms. Andr ea Foti, Assistant Registrar, Royal College of Dental Surgeons of Ontario

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

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

MEMBER REPRESENTATIVES AND REPRESENTATIVES OF OTHER ORGANIZATIONS:

Dr. Shelly Anderson, Chair, Provincial Dental Board of Nova Scotia

Dr. Paul Allison, Executive Director, Association of Canadian Faculties of Dentistry

Dr. Minto Basahti, President, Alberta Dental Association and College
Ms. Lee Callan, Co-Director, Commission on Dental Accreditation of Canada
Dr. Joy Carmichael, Past-President, New Brunswick Dental Society
Dr. Tom Colina, President, Manitoba Dental Association
Mr. Frédéric Duguay, Co-Director, Commission on Dental Accreditation of Canada
Dr. Guy Lafrance, President, L'Ordre des dentistes du Québec
Ms. Karyn Leslie, Deputy Registrar, Regulatory Affairs, Government of Yukon
Dr. Carolyn Mason, Chair, Board of Directors, Royal College of Dentists of Canada
Dr. Debora Matthews, Chair, Commission on Dental Accreditation of Canada
Colonel Jean-Pierre Picard, Royal Canadian Dental Corps.
Dr. James Richardson, President, National Dental Examining Board of Canada
Dr. James Taylor, Chief Dental Officer of Canada
Dr. Sandy Venditti, President, Royal College of Dental Surgeons of Ontario

1. CALL TO ORDER

The Chair, Ms. Daoust, welcomed everyone and called the meeting to order at 11:00 a.m. EDT. Board members and guests were invited to make introductions.

2. APPROVAL OF AGENDA

The agenda was approved, as circulated.

MOTION #1: Croutze/Faulkner

THAT the agenda of the meeting of April 22, 2022 be approved, as circulated.

CARRIED
(Unanimously)

3. MINUTES OF PREVIOUS MEETING

The CDRAF Board was provided with minutes from the meetings of February 18 and 22, 2022 for information. Ms. Daoust noted that these minutes were approved by members electronically and would be posted on the website. There was no further discussion.

4. BUSINESS ARISING

4.1 National Competency Standards for General Dentists

Ms. Daoust referenced the letter dated March 23, 2022, together with a draft of the competency document that was circulated to stakeholders with a deadline for response by July 15, 2022. There were no questions raised on the resources.

5. NATIONAL ASSESSMENT OF DENTAL SPECIALISTS

Ms. Daoust reported on recent discussions with Dr. Mason at RCDC. They suggested that CDRAF representatives meet with RCDC and NDEB on a frequent basis (monthly) to assist them with the proposal for a national assessment process and to address any questions raised. A working group of CDRAF, comprised of Caroline Daoust, Daniel Faulkner, Chris Hacker, Maurice Coady and Jack Gerrow, was approved at the meeting of February 28, 2022 for this purpose.

Dr. Mason reaffirmed RCDC's position as outlined in her letter of March 8, 2022, and that RCDC and NDEB will continue to work collaboratively to deliver a national examination/assessment.

Dr. Mason reported on the changes that RCDC has made to its governance structure that includes the addition of a public member and this will be approved by the Board of Directors in May. Dr. Mason and Dr. Richardson looked forward to meeting with the working groups.

6. RECOGNITION OF SPECIALTY IN DENTAL RECOGNITION IN DENTAL ANAESTHESIA

Dr. Gerrow reported that the Application for Specialty Recognition in Dental Anaesthesia from the Canadian Academy of Dental Anaesthesia (CADA) was circulated to stakeholders and posted on the CDRAF website for comment.

On March 16, 2022, the comments received were provided to CADA for response with a deadline of April 29, 2022. The CDRAF Board will consider the application during its meeting in October 2022 for review and determine whether the proposed specialty meets the "Criteria for the Recognition of a New *Specialty*".

The CDRAF Board agreed to consider how to approach the review of this application when it meets in August 2022.

7. FINANCIAL

The CDRAF Board was provided with the draft Auditor's letter, draft financial statements ended December 31, 2021 and Statement of Operations for review. Dr. Misra reviewed the statement, noting an increase in revenue for 2021. He added that CDRAF remains in a healthy financial position.

The CDRAF Board approved the Auditor's letter and draft financial statements for 2021.

MOTION: Misra/Daoust

THAT the CDRAF Board accepts the audited financial statements of the Canadian Dental Regulatory Authorities Federation, at December 31, 2021.

CARRIED
(Unanimously)

Dr. Misra reported that the CDRAF currently has unrestricted net assets of \$85,212 and restricted net assets of \$100,310. Given the stable financial position, he recommended, and the CDRAF Board agreed, to transfer \$30,000 from the unrestricted net asset funds to the restricted net asset fund account.

MOTION: Misra/Croutze

THAT the CDRAF Board approves transferring \$30,000 from the Unrestricted Funds to Restricted Funds.

CARRIED
(Unanimously)

8. COMMISSION ON DENTAL ACCREDITATION OF CANADA (CDAC)

Ms. Daoust reported on the CDAC Governance Steering Group Committee (GSGC) meeting that she attended on behalf of CDRAF.

Some of the topics discussed included:

- composition and operation of the Board. The GSGC remains firm that it wishes to include examining bodies on the Board;
- Funding;
- mission, values and appointment structure; and
- independence from CDA.

An expert has been appointed to assist the GSGC with a business plan for the new structure.

It was anticipated that a consultation report would be ready by May, but this has been delayed. The next meeting is scheduled in June to complete the proposal and report that will be circulated to stakeholders for comment. Dr. Misra added that the GSGC looks forward to receiving feedback on the process in order to make recommendations to CDAC and CDA.

Mr. Duguay was invited to give a fulsome presentation on funding for CDAC and how the budget calculation is determined. He answered questions from Board members and was thanked for his informative presentation.

7. CDRAF STRATEGIC PLAN

Ms. Daoust reported that the CDRAF Board meeting on August 18-19, 2022 will be held in-person in Montreal, at which time the Board will develop its next strategic plan for 2023-2025. She suggested that a working group be established to start working on a strategic plan proposal for the full Board to review and start discussions at the August meeting.

It was agreed that Ms. Daoust, Mr. Faulkner and Dr. Misra, with the assistance of Dr. Gerrow, meet and draft a proposal. CDRAF Board members were asked to submit items they would like included for the working group to include in the draft.

There was a brief discussion on tele-dentistry.

MOTION: Croutze/Mackey

THAT a working group comprised of Caroline Daoust, Daniel Faulkner, Arun Misra and Jack Gerrow, be established to prepare a draft proposal for a strategic plan (2023-2025) to present to the CDRAF Board at its August 18-19, 2022 meeting for discussion.

CARRIED
(Unanimously)

8. CDRAF BY-LAWS

A copy of the CDRAF By-Laws was provided to the CDRAF Board for information.

9. CDRAF REPRESENTATIVES AND OBSERVERS AT EXTERNAL MEETINGS

The details of meetings and representatives were confirmed as follows:

April 29, 2022

Canadian Dental Association – Annual Board Meeting (virtual)

- Jack Gerrow and Caroline Daoust

June 17-20, 2022

ACFD – Annual Board Meeting (Edmonton, in-person & virtual available)

- Jack Gerrow and Caroline Daoust

July 6-8, 2022

CEO/Registrars - Annual Meeting (Halifax, in-person & virtual available)

- Jack Gerrow

October 22, 2022

NDEB – Annual General Meeting (Ottawa, in-person/virtual - TBD)

- Jack Gerrow and Dan Faulkner (Caroline Daoust alternate)

November 14

CDAC – Annual General Meeting (Ottawa, in-person/virtual – TBD)

- Caroline Daoust and Nancy Auyeung

10. NEW BUSINESS

10.1 Ontario Fairness Commissioner

The CDRAF Board was provided with a copy of the letter dated February 17, 2022 addressed to the Royal College of Dental Surgeons of Ontario from the Ontario Fairness Commissioner, Irwin Glasberg.

Mr. Faulkner provided a background summary of the RCDSO relationship with the Office of the Fairness Commissioner (OFC). He noted that the OFC was created in 2006 in response to individuals who were internationally-trained and could not access licensure in Ontario. The OFC ensures that registration practices for certain professions and trades are transparent, objective, impartial and fair.

Part of the mandate of the OFC is to ensure colleges that use third-party providers have a responsibility to assess their credential assessments and examination processes. Regulators have no influence on how examining bodies do their work.

Mr. Faulkner thanked Dr. Dagenais for her collaboration in providing as much information as possible to the OFC on the mandate and examination development of The National Dental Examining Board of Canada (NDEB).

The letter from OFC offered advice to the RCDSO with a timeline of four months in which to respond on progress that is made.

1. Strengthen accountability with the NDEB. Mr. Faulkner is discussing with Dr. Dagenais the possibility of developing a Memorandum of Understanding (MOU) for the two organizations. Several other professions in Ontario have MOUs. There would be a number of complexities in developing a contract with NDEB without jeopardizing national labour mobility and standards.
2. The need for the NDEB to develop service standards ensuring that proper risk management is in place.

In discussions with the OFC, Mr. Faulkner reported that the OFC is of the view that fairness, objectivity, impartiality and transparency should supersede labour mobility.

There does not appear to be a clear understanding by OFC of what is involved with examination development and administration.

Mr. Faulkner added that a follow-up letter was sent to the RCDSO by the OFC looking at using a risk profile for regulators. He is in the process of drafting a response to OFC.

He raised this matter with the CDRAF Board because of implications that may affect all provinces at some time in the future.

11. MEETING DATES FOR 2022

The following CDRAF Board meeting dates were confirmed for the remainder of 2022:

- Thursday, August 18 and Friday, August 19, 2022 (in-person, Montreal)
- Thursday, October 13, 2022 (virtual) – (Board and Members' Meeting).

12. FOR INFORMATION

The CDRAF Board was provided with a copy of the Directors and Officers insurance policy for 2022-2023. There were no added items for information.

13. ADJOURNMENT

There being no further business, the meeting was adjourned at 12:30 p.m.