

CANADIAN DENTAL REGULATORY AUTHORITIES FEDERATION

MINUTES OF MEETING BOARD OF DIRECTORS

Friday, October 13, 2023
(Via Zoom videoconference)

A meeting of the CDRAF Board of Directors took place on Friday, October 13, 2023 at 12:50 p.m. EDT.

PARTICIPANTS:

Dr. Denis Bourgeois, Registrar, New Brunswick Dental Society

Dr. Maurice Coady, Registrar, Dental Council of Prince Edward Island

Dr. Randall Croutze, Chief Executive Officer, (CDRAF Treasurer), College of Dental Surgeons of Alberta

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

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

Dr. Chris Hacker, Registrar, British Columbia College of Oral Health Professionals

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

Dr. Arun Misra, Registrar, (CDRAF Vice-Chair), Manitoba Dental Association

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

Dr. Dean Zimmer, Registrar, College of Dental Surgeons of Saskatchewan

STAFF:

Dr. Jack Gerrow, CDRAF Executive Director

Ms. Angie Sherban, CDRAF Executive Assistant

MEMBER REPRESENTATIVES AND REPRESENTATIVES OF OTHER ORGANIZATIONS:

Dr. Joy Carmichael, Chair, New Brunswick Dental Society

Dr. Neil Strembiski, President-Elect, College of Dental Surgeons of Alberta

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

Mr. Frédéric Duguay, Director, Commission on Dental Accreditation of Canada

Ms. Andréa Foti, Deputy Registrar & Privacy Officer, Royal College of Dental Surgeons of Ontario

Ms. Amandine Perdebat, General Manager, Royal College of Dentists of Canada

Brigadier-General Jean-Pierre Picard, Chief Dental Officer and the Deputy Director General Health Services, Royal Canadian Dental Corps. and Vice-Chair, Royal College of Dentists of Canada
Dr. Benoit Soucy, Director, Clinical and Scientific Affairs, Canadian Dental Association
Dr. James Taylor, Chief Dental Officer of Canada
Dr. Harinder Sandhu, President, Royal College of Dental Surgeons of Ontario

1. CALL TO ORDER

Mr. Faulkner called the meeting to order at 12:50 p.m. EDT.

2. APPROVAL OF AGENDA

Dr. Croutze requested that discussion be held on implications of international dentists taking fellowship programs at Faculties of Dentistry. It was agreed to add this item to "Other Business".

The agenda was approved, as amended.

MOTION #1: Croutze/Mackey

THAT the agenda of the meeting of October 13, 2023, be approved, as amended.

CARRIED
(Unanimously)

3. MINUTES OF PREVIOUS MEETING

The CDRAF Board was provided with draft minutes from the meeting of August 17, 2023, for review and approval.

MOTION: Croutze/Mackey

THAT the minutes of the CDRAF Board meeting of August 17, 2023 be approved, as circulated.

CARRIED
(Unanimously)

4. BUSINESS ARISING

4.1 National Competency Standards for General Dentists

Dr. Gerrow reported that further feedback was received from the second stakeholder consultation.

He asked the CDRAF Board for any other concerns to provide to the Working Group. There were no concerns raised; however, Manitoba and Québec reported that their Boards would be reviewing the KSA document before the end of the year and would provide any feedback for the Working Group's consideration.

Dr. Gerrow advised that the Working Group meeting will be scheduled in the New Year to allow time for Manitoba and Québec to provide comments.

4.2 Specialty Assessment

Dr. Picard, Vice-Chair of the Royal College of Dentists (RCDC), reviewed the NDSE Project Plan with the CDRAF Board.

He presented a comprehensive overview of the complete project plan that included timelines and status of meetings, communication, financials, examination development, delivery and results, and competency profile review.

He advised that the project is on target and RCDC will provide regular updates on progress throughout the process. He encouraged questions at any time.

Dr. Dagenais, Executive Director and Registrar of the National Dental Examining Board of Canada (NDEB) applauded RCDC for its work on this project and the collegiality in working with NDEB.

She added that NDEB will provide RCDC with its NDSE question bank and will use the same platform to transfer data.

The examination fee will be \$5,500. It will be important to ensure accurate French translation.

4.3 Commission on Dental Accreditation of Canada (CDAC)

Mr. Faulkner advised that CDRAF received a request from CDAC to appoint a representative to the Dentistry Accreditation Review Committee. Dr. Nancy Auyeung is currently CDRAF's representative, and it was reported that her second term on that Committee will end on December 31, 2023.

Dr. Gerrow requested that Board members submit names of potential appointees to him and he and the incoming Chair, Arun Misra, will make a recommendation to CDAC for appointment to the Dentistry Accreditation Review Committee.

Mr. Duguay agreed to provide a copy of the Terms of Reference for this vacancy, and it will be forwarded to the CDRAF Board with a reminder.

4.4 NDEB National Repository

Dr. Dagenais reported that she received feedback from DRAs on a national repository and it will be reviewed at the NDEB Annual meeting. There was supportive feedback, but more specific requirements would be beneficial.

She reported that the Medical Council of Canada (MCC) has a similar repository, and a meeting will be arranged with MCC to learn more about their experience with it.

4.5 CDRAF Multi-Stakeholder Working Group to review Certification Processes

Dr. Gerrow reported that the Working Group has not met since June 2023. The next meeting will be scheduled in the New Year to discuss NDEB's revisions to NDECC and the government grant received by ACFD. Dr. Dagenais advised that the NDEB Examinations Committee reviewed some of the suggestions proposed by the Working Group in June and it would like guidance with respect to the de-coupling definition.

Dr. Dagenais was asked if NDEB collects data on specialist training of international applicants. She advised that currently that data is only collected for the Dental Specialty Core Knowledge Examination (DSCKE). There would need to be a reason for requesting such data, but she agreed to give it consideration.

4.6 Meeting with Fairness Commissioners

Dr. Gerrow reported that following the discussion at the last CDRAF Board meeting, an invitation was sent to Fairness Commissioners/Directors to meet with CDRAF at a meeting in Ottawa. It was suggested that the meeting be in-person to allow Fairness Commissioners/Directors the opportunity to observe NDECC grading and

then meet with CDRAF and NDEB representatives to receive information on Canadian processes for credential assessment, exams and licensure requirements for internationally-trained dentists. The next date for the NDECC grading will take place in early December, and Saturday, December 2 was the proposed meeting date.

Staff heard back from the Ontario Fairness Commissioner's office and were told that a virtual meeting would be preferred, as travelling is challenging, and a weekday would be more convenient.

Staff will propose new dates for the Fairness Commissioners/Directors' consideration.

4.7 Working Group on Virtual Care

The CDRAF Board was provided with revised Terms of Reference, drafted by Dr. Misra. Dr. Misra asked the CDRAF Board if it is necessary to proceed with this initiative.

The document was circulated at a late date and, therefore, CDRAF Board members were asked to review the draft and a virtual meeting will be scheduled over the next month for them to discuss feedback.

Dr. Taylor asked to be keep informed of the progress with this initiative.

4.8 Finance

At the CDRAF Board meeting in August, it was reported that CDRAF had a surplus of just over \$ 40,000 in 2022 due to COVID-related savings. A smaller surplus is projected for 2023 as expenses for meetings, insurance and salaries have increased in line with inflation and due to increased activity post-pandemic.

It is recommended by the auditors that \$40,000 be transferred from the unrestricted fund to the restricted fund, and this meets the requirements of Canada Revenue Agency. The CDRAF Board agreed to this transfer of funds from the unrestricted fund to the restricted fund.

MOTION: Croutze/Daoust

THAT the CDRAF Board approves transferring \$40,000 from the unrestricted fund to the restricted fund.

CARRIED
(Unanimously)

5. 2023-2024 ELECTION OF OFFICERS

MOTION: Mackey/Daoust

THAT the CDRAF officers for 2023/2024 are as follows:

- **Dr. Arun Misra, Chair**
- **Dr. Randall Croutze, Vice-Chair**
- **Dr. Chris Hacker, Treasurer**

CARRIED
(Unanimously)

It was noted that the appointment of Officers typically rotate in provinces from east to west. At this time, Dr. Zimmer preferred to not be elected as an Officer as he is a newly-appointed Acting Registrar in Saskatchewan.

6. CDRAF STRATEGIC PLAN

The strategic plan was provided to the CDRAF Board for information, together with a progress tracking sheet.

7. CDRAF BY-LAWS

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

8. CDRAF REPRESENTATIVES AND OBSERVERS AT EXTERNAL MEETINGS

A meeting schedule for external stakeholders for the remainder of 2023 and dates known for 2024 was provided for information.

9. NEW BUSINESS

9.1 Implications of international dentists taking fellowship programs at Faculties of Dentistry

Dr. Croutze reported that a request had been received to provide some type of license for international dentists taking fellowship programs at the Faculties of Dentistry in Alberta. He asked other DRAs for their experience and if there are any issues with the malpractice insurance.

Other CDRAF Board members agreed that, providing there were no portability implications, a restricted license would not be an issue.

10. MEETING DATES FOR 2024

- Friday, February 9, 2024 (Virtual)
- Friday, April 19, 2024 (Virtual)
- Thursday, August 22 and Friday, August 23, 2024 (Winnipeg, MB)
- Friday, October 18, 2024 (Virtual – Board & Members)

11. CORRESPONDENCE

The following article was provided to the CDRAF Board for information:

- “B.C. quietly employs foreign-trained doctors as equity and care concerns loom”, BC CBC News, September 27, 2023.

12. ADJOURNMENT

There being no further business, the meeting was adjourned at 1:50 p.m. Dr. Misra thanked Mr. Faulkner for his leadership over the past year.

MOTION: **Hacker/Misra**

THAT the CDRAF Board members meeting of October 13, 2023 be adjourned.

CARRIED
(Unanimously)

The CDRAF Board members, as well as Dr. Gerrow and Ms. Sherban, continued to meet *in-camera* to discuss a confidential matter.