

COLLEGE OF DENTAL HYGIENISTS OF ONTARIO
COUNCIL MEETING MINUTES – (#09-002)
Friday, May 29, 2009

A Council Meeting of the College of Dental Hygienists of Ontario was held on Friday, May 29, 2009 at the Badminton and Racquet Club of Toronto, 25 St. Clair Avenue West, Toronto, ON M4V 2K6

ATTENDANCE:

C. Barr Overholt, A. Esse, K. Feres Patry, D. Greenwood, L. Jamieson, J. Johnson, S. Laldin, D. McLennon, I. McNamara, C. Ono, T. Quizan, S. Raynak, S. Rifai, S. Silverman, I. St. Onge, A. Venton

Absent with Cause: Nancy Kitchen, Cathie Mazal-Kuula

Administration: F. Richardson, E. Waters, J. Cain, L. Taylor, E. Powell, M. Pichelli, V. Ford, L. Sequeira

Legal Counsel: R. Steinecke

Guests:

- Lucy Pavao, Non-Council Member**
- Gail Marion, RDH**
- David McDonald, CDTO**
- Judy Melville, ODAA**
- Shelley Newton, ODHA**
- Kim Ivan, RDH**
- Saverio Rigillo, Soberman LLP***
- Jane Rowe, Former Public Member**
- Sharon Polischuk, MOHLTC**
- Linda Samek, ODA**
- Suzanna Tam, HPRAC**
- Judy Klarman, RDH**
- Kerrie Tam, MOHLTC**

*attended a portion of the meeting

2.0 CALL TO ORDER & OPENING REMARKS

The meeting was called to order at 9:00 a.m.

2.1 INTRODUCTION OF GUESTS

CDHO President, Linda Jamieson opened the meeting by discussing the responsibilities of a profession charged with a social contract with the

government. She welcomed Mr. Shori Katyal as the new public member appointed on May 26, 2009. All attendees then introduced themselves.

ACTION

2.2 APPROVAL OF AGENDA

The agenda was approved as presented, but with item 2.5 moved to the beginning of the agenda.

2.3 ADOPTION OF MINUTES

The minutes of Friday, January 30, 2009 (#0-001), were approved as amended with a typo correction.

2.4 ADMINISTRATIVE REPORT

Fran Richardson, Registrar presented the Administrative Report, and welcomed Receptionist, Vivian Ford and new Administrative Assistant Lorraine Sequiera to the meeting and reported that Spring Shen was also a new Administrative Assistant. She also reported that 347 persons took part in the Clinical Competency Evaluations held last year, and that a higher number of participants were anticipated for the coming year. She gave an account that as of May 27, 2009, there were now 10,640 registrants, of which 2,427 were authorized to Self-initiate; 101 independent practices were listed on the CDHO website, 53 of which offered mobile services. She advised that independent practitioners had started a support group for themselves.

She also informed Council that a new public member had joined Council, Mr. Shori Kaytal of Toronto, and thanked him for being able to attend the Workshop and Council on such short notice.

She reported that the office renovations were almost completed and thanked all staff for their patience during the renovations.

She advised that Nova Scotia had received proclamation of self-initiation on May 5, 2009, and that New Brunswick was hoping to have self-initiation by the end of the year. Therefore only 1.1% of all dental hygienists in Canada would then not have self initiation (PEI and Newfoundland & Labrador).

2.5 COMMITTEE REPORTS WITH RECOMMENDATIONS

EXECUTIVE COMMITTEE

Linda Jamieson, President, presented the Executive Committee Report to Council, and requested feedback after the successful Governance Workshop held the previous day. She also informed Council that the Committee had approved a response to the *Critical Links* document by HPRAC which had been sent to the MOHLTC. She reported that the Committee was disappointed that there had been a number of inaccuracies in the report and

that it did not allow dental hygienists who had been proved competent to administer local anesthesia, to be able to do so. She advised that the Registrar had been directed to pursue the issue with the MOHLTC and one meeting had already been held.

ACTION

She reported the CDHO had held a successful Educators' Workshop for all dental hygiene colleges in Ontario.

She advised that she had given a presentation to the ODHA Board. She also advised the delegation standard had been deferred until the Executive Committee could look into the stakeholder comments. Information would be brought to Council in October.

She informed Council that the Committee had begun looking ahead with a review of the Registrar's job description and would be formulating a succession plan strategy.

1. Approval of Auditor's Report and Draft Financial Statement

Saviero Rigillo of Soberman LLP reviewed the Auditor's Report and Draft Financial Statement for 2008.

MOTION: Executive Committee/Salam Rifai

WHEREAS Council is mandated to approve the financial statements on an annual basis;

THEREFORE BE IT RESOLVED THAT the financial statement for the year 2008 as presented by Soberman, LLP be accepted.

CARRIED

Derrick McLennon thanked Administration for their foresight in protecting the College's finances in light of the current recession.

REGULATIONS AND BYLAWS COMMITTEE [Non-Statutory]

Kathleen Feres Patry, Chair of the Committee presented the report to Council, and advised that with respect to Bylaw No. 4, 10 stakeholder comments had been received and considered. The Committee had met once via teleconference since the last Council meeting.

She also thanked the Bylaws Committee for their hard work in the development of Bylaw No. 4.

1. Bylaw No. 4, Third Reading

In anticipation of the changes that will occur on June 4, 2009 as a result of the enactment of the *Health System Improvements Act, 2007*, the Committee determined that it would be prudent to perform a complete review of the bylaws. The changes include incorporating the amendments to the *RHPA, 1991* particularly the restructuring of Committees and the information that must be contained on the register. At their January 30, 2009 meeting, members of Council indicated their support for the majority of the proposed changes. The two outstanding issues were the new section 3.6.1 (f) and Schedule IV regarding the process of academic selection. Therefore, the passing of the bylaws was delayed and these areas referred back to the Committee for further consideration. Council members were asked to submit their suggestions. Ten (10) members of Council and the ODHA provided suggestions to the Committee. All comments were considered by the Committee.

The Committee determined that section 3.6.1 (f) should parallel other sections related to the disqualification of members of Council.

Schedule IV was reworded to capture the spirit of the latest suggestions. Operational issues are to be determined by members of Administration.

MOTION: Regulations & Bylaws Committee/Adam Esse

WHEREAS the College of Dental Hygienists is required under the *Regulated Health Professions Act, 1991* to have bylaws that reflect the intent of the *RHPA, 1991*; and

WHEREAS amendments to the *RHPA, 1991* will come into effect on June 4, 2009;

F. Richardson

THEREFORE BE IT RESOLVED THAT the attached Bylaw No. 4 be approved by the CDHO Council for implementation on June 4, 2009 in conjunction with the implementation of the amendments to the *Regulated Health Professions Act, 1991*.

CARRIED

2. Dissolution of Regulations & Bylaws Committee

MOTION: Regulations & Bylaws Committee/Derrick McLennon

WHEREAS the Regulations & Bylaws Committee is a non-statutory Committee created to complete a specific task; and

WHEREAS the Committee has fulfilled its task of developing Bylaw No. 4;

ACTION

THEREFORE BE IT RESOLVED THAT the Regulations & Bylaws Committee be dissolved.

CARRIED

EXECUTIVE COMMITTEE CONTINUED

2. Appointment to the Inquiries, Complaints and Reports Committee

MOTION: Executive Committee/Kathleen Feres Patry

WHEREAS the Inquiries, Complaints and Reports Committee requires additional Council Members as per Bylaw No. 4 Section 5.6 4(1)(b); and

WHEREAS the Executive Committee has acted as the Nominating Committee under Bylaw No. 3, Section 5.7;

THEREFORE BE IT RESOLVED THAT in addition to the current members on the Complaints Committee, that Anne Venton, Shirley Silverman and Carol Barr Overholt be appointed as members on the CDHO Inquiries, Complaints and Reports Committee as of June 4, 2009.

CARRIED

3. Appointment of Auditors

The firm of Soberman, LLP, has been the auditors since the inception of the College. The Committee received information from the administrative staff that the services provided by the present auditors are exceptional and that the professional relationship is well established. Therefore, the Committee recommends the following:

MOTION: Executive Committee

WHEREAS the firm of Soberman, LLP provides independent accounting services and advice to the CDHO in accordance with the standards and procedures determined by the CICA/OICA;

THEREFORE BE IT RESOLVED THAT the firm of Soberman, LLP, be reappointed as auditors of the College of Dental Hygienists of Ontario for the fiscal year of 2009. ACTION

CARRIED

4. Appointment of a Non-Council Member for Inquiries, Complaints and Reports Committee (ICRC)

As per Section 5.6 of proposed Bylaw No. 4, Council may appoint members to a committee of the College who are not members of Council. The term for such members is three years.

The new Inquiries, Complaints and Reports Committee, replacing the current Complaints and Executive II Committees, comes into effect June 4, 2009 as a result of the *Health System Improvements Act, 2007*. The new Committee requires an additional non-Council member as per the proposed bylaws indicating the composition of committees. The Executive Committee acted as the Nominating Committee as per Section 5.7 Bylaw No.3 and proposed Bylaw No. 4 to appoint a member to the Committee as per Section 5.6. 4 (1)(b). An insert was placed in the July 2008 issue of *Milestones* soliciting applicants for a non-Council position to fill a September 2008 vacancy. This position was filled at the October 2008 meeting of Council. The other applicants who were not chosen in October were asked if they wanted to remain on the list should another vacancy occur. Eight responded in the affirmative.

The Executive Committee viewed each of the applications on their own merit and made the ensuing recommendation based on a variety of factors including geography, length of time in the profession, type of practice setting, previous involvement in the activities related to regulatory affairs and the need to recruit additional registrants into the regulatory process.

In an attempt to maintain a pool of possible candidates for future appointments, a call for applications was placed in the March edition of *Milestones*.

MOTION: Executive Committee

WHEREAS the Executive Committee has functioned as the nominating Committee as per the College of Dental Hygienists of Ontario Bylaw No. 3, proposed Bylaw No. 4, 5.6 "*Appointment of Non-Councilors to Committee*" and 5.7 "*Nominating Committee*" and reviewed the applications received for the Non-Council positions on Committees;

THEREFORE BE IT RESOLVED THAT Gail Marion of Thunder Bay be appointed to the Inquiries, Complaints and Reports Committee commencing June 4, 2009 and concluding on June 3, 2012: ACTION

CARRIED

Bill 175 and 179 Update

Legal counsel, Richard Steinecke gave Council an overview with respect to these Bills which are currently before the Legislature and advised that he and the Registrar would be attending a meeting on June 16/09 with the MOHLTC to better understand the implications and to make comments with respect to dental hygiene.

QUALITY ASSURANCE COMMITTEE

Sue Raynak presented the Quality Assurance Committee's Report to Council, in place of Chair, Nancy Kitchen who was absent.

She advised that the Committee had met twice since the last meeting. She also reported that two random selections of 486 registrants had taken place. She advised that meetings had been held for new assessors in order to orient them and calibrate their assessing and communication skills. Another workshop for all assessors is scheduled for June 5, 2009.

1. Proposed Standards of Practice for Dental Hygiene Educators
Second Reading

MOTION: Quality Assurance Committee/Salam Rifai

WHEREAS the Quality Assurance Committee recognizes the impact dental hygiene educators make to the future of dental hygiene, and;

WHEREAS the dental hygienists we regulate are directly influenced by the ethics, knowledge and professionalism of their instructors, and;

WHEREAS standards of practice specific to dental hygiene educators are seen to inform and guide registrants toward competent practice, and;

WHEREAS standards of practice specific to dental hygiene educators articulate to the public what they can reasonably expect as dental hygiene students and as clients receiving dental hygiene care under the supervision and guidance of a dental hygienist in a dental hygiene educational facility, and;

THEREFORE the Quality Assurance Committee recommends that the proposed Standards of Practice for Dental Hygiene Educators be approved.

CARRIED

MOTION: Kathleen Feres Patry/Derrick McLennon

THAT the above Standards of Practice motion be moved to Third Reading.

CARRIED

THIRD READING

MOTION: Diane Greenwood/Carol Barr Overholt

WHEREAS the Second Reading of the Proposed Standards of Practice for Dental Hygiene Educators has been carried, and

WHEREAS amendments to the *RHPA* 1991 will come into effect on June 4, 2009;

THEREFORE BE IT RESOLVED THAT the proposed Standard of Practice for Dental Hygiene Educators be approved at Third Reading

CARRIED

REGISTRATION COMMITTEE

Carole Ono presented the Registration Committee Report to Council, and informed Council that the Committee had met once since the last meeting.

F. Richardson

She reported that the Committee had considered an appeal from an applicant who had been unsuccessful four times on the clinical evaluation. The Committee reviewed the documentation and determined that there were no irregularities during the evaluations and denied the appeal.

The Committee had also reviewed and updated the equivalency process for applicants applying for a specialty certificate in restorative dental hygiene.

She advised that the Committee had reviewed submissions with respect to an appointment of an auditor to conduct a compliance audit of the College's registration practices in accordance with the Office of the Fairness Commissioner and had entered an agreement with Hillborn, Ellis & Grant. This firm was chosen because they had previous experience with other

regulatory Colleges.

ACTION

She reported that three days of Clinical Competency Evaluations were held in March and April with 132 candidates sitting, and with 75 being successful. The next evaluations were to take place August 7, 8, and 9, 2009 in Toronto.

She also advised that two legitimate objectives were submitted to the MTCU with respect to the Agreement on Internal Trade (AIT), with the objective regarding graduates of non-accredited schools who had not been formally evaluated clinically who otherwise would have been eligible for registration through AIT being looked into further. The other objective the CDHO put forth regarding the requirement for the national exam or Quebec equivalent was declined to be considered by the MTCU.

She reported that the National Competencies had been reviewed by the Committee and that the draft would be put forward to the Dental Hygiene Regulatory Authorities (FDHRA) for approval in September 2009.

The Committee put forward the following motion:

1. **Proposed Amendments to Regulation 218/94, Part VII
Registration Second Reading**

MOTION: Registration Committee/Salam Rifai

THAT the proposed amendments to Regulation 218/94, subject to any further revisions needed to make them conform to the proposed *Ontario Labour Mobility Act*, be circulated to registrants of the College and other stakeholders for comment and brought back to Council for approval.

E. Waters/F.
Richardson

CARRIED

2.6 COMMITTEE REPORTS FOR INFORMATION ONLY

COMPLAINTS

DISCIPLINE

EXECUTIVE PART II

FITNESS TO PRACTICE

The above reports were for information only, so therefore were not presented orally.

PATIENT RELATIONS

Diane Greenwood, Chair thanked Julia Johnson for her work in developing an Evaluation Checklist for new projects or on-going activities.

2.7 PRESENTATION OF PLAQUES

Linda Jamieson presented plaques to retiring Council members Jane Rowe (Public Member) and Sue Raynak, (Educator) and thanked them for their contribution to the College of Dental Hygienists of Ontario and the Public of Ontario.

2.8 MEETING EVALUATION

All members completed their meeting evaluation forms.

2.9 DATE OF NEXT MEETING

The next Council meeting was scheduled for Friday, October 30, 2009.

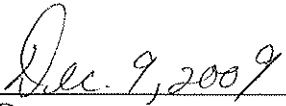
2.10 ADJOURNMENT

The meeting adjourned at 11:25 p.m.

Approved by:



Signature of Chair



Date