

BOARD MEETING
Friday, 26 November 2021
11:14 a.m. – 11:26 a.m.

Virtual meeting held via Webex

MINUTES

The College of Dental Surgeons of BC (CDSBC or "the College") open meeting commenced at 11:14 a.m.

In Attendance

Mr. Carl Roy, Chair
Dr. Heather Davidson, PhD
Ms. Dianne Doyle
Ms. Barb Hambly
Dr. Alex Hird
Ms. Cathy Larson

Dr. Adam Lyle
Ms. Sabina Reitzik
Dr. Lynn Stevenson, PhD
Ms. Kim Trottier
Dr. Richard Wilczek

Regrets

Ms. Shirley Ross

Staff in Attendance

Dr. Chris Hacker, Registrar and CEO
Ms. Shelley Ball, Legal Counsel
Ms. Bethany Benoit-Kelly, Senior Manager, Communications
Ms. Nancy Crosby, Manager, Board and Committee Relations
Ms. Joyce Johnner, General Counsel
Ms. Karen Mok, Director of Professional Regulation
Ms. Stephanie Nicholls, Data Management and Performance Insights Lead
Ms. Leslie Riva, Acting Director, Registration
Mr. Dan Zeng, Director, Finance, HR, IT and Operations

Invited Guests

Ms. Julie Guenkel, Chair, Audit and Risk Committee (left at 11:17 a.m.)

Preparation of Minutes:

Ms. Kelsey Guenette, Raincoast Ventures Ltd.



8. Public Questions or Comments (*Action Item 8*)

There were no public questions or comments submitted.

9. Consent Agenda

a. Approval of 24 September 2021 Open Minutes (*minutes and action log attached*)

b. Reports from Committees (*attachments*)

- *Appointments*
- *Audit and Risk*
- *Discipline*
- *Human Resources and Remuneration*
- *Inquiry*
- *Patient Relations*
- *Quality Assurance*
- *Registration*
- *Sedation and General Anaesthesia*
- *Standards and Guidance*

c. Financial Statements for the Period Ending September 30, 2021

(*attachments*)

d. Budget 2022-2023 and Fee Schedule Approval

(*the resolutions carried at the Board budget workshop held on November 16, 2021 have been added to the minutes for this meeting, so they are on record*)

On November 16, 2021, the Board held a budget workshop. At the conclusion of the workshop, the Board approved the following resolutions and are listed here to form part of the record:

RESOLUTION:

It was MOVED (Wilczek) and SECONDED (Ross)

Resolved that on the recommendation of the Audit and Risk Committee, the Board approves the proposed 2022/23 budget as presented.

CARRIED

RESOLUTION:

It was MOVED (Reitzik) and SECONDED (Hird)

Resolved that the Registrar has the authority to transfer \$600,000 from the unrestricted net assets to the Internally Restricted Amalgamation Fund for the purpose of funding additional expenses for the Amalgamation Project.

CARRIED



RESOLUTION:

It was MOVED (Larson) and SECONDED (Ross)

Resolved that in accordance with the authority established in Section 1 9(1) of the *Health Professions Act*, RSBC 1996, c.183 (the “HPA”), and subject to filing with the Ministry of Health as required by Section 1 9(3) of the HPA, the Board amends the bylaws of the College of Dental Surgeons of British Columbia by replacing Schedule “E” Schedule of Fees.

CARRIED

RESOLUTION:

It was MOVED (Larson) and SECONDED (Wilczek)

That the items on the open Consent Agenda for the 26 November 2021 CDSBC Board meeting be approved.

CARRIED

10. Audit and Risk Committee: Re-Appointment of Auditors for Fiscal Year 2022/23 *(attachment)*

Ms. Julie Guenkel, Chair, Audit and Risk Committee, advised that Smythe LLP had been the College’s auditors for over 10 years and had a good working relationship with staff. The Audit and Risk Committee had considered beginning a request for proposal process for auditors given the length of contract with Smythe LLP but decided against it due to the upcoming amalgamation.

During discussion, it was noted that the Audit and Risk Committee showed sensible rationale regarding its recommendation for the auditor given the amalgamation context.

RESOLUTION:

It was MOVED (Hambly) and SECONDED (Trottier)

That Smythe LLP be appointed as auditors for CDSBC for the fiscal year 2022/23.

CARRIED

11. Board Dashboard Update *(attachment)*

Ms. Stephanie Nicholls, Data Management and Performance Insights Lead, reviewed a presentation titled, "Board Dashboard Report: Performance" and highlighted:

- Core regulatory performance:
 - Consistent performance this quarter
 - Trend was down due to process improvements and COVID-19 impact
 - Improved insight next quarter for operational reporting and enhanced dashboard reporting



- Engagement:
 - Voice of Patient study:
 - Three waves completed
 - Measures broadly consistent with some movement in patient area being reviewed
- Projects:
 - Server migration completed
 - CRM/BI project implemented
 - Performance Management system for human resources was on track
 - Diversity, Equity and Inclusivity plan developed
 - Many projects identified to complete in the last quarter
- Board dashboard development:
 - Work was underway on building new operational reporting across all functions
 - Aim to have additional tables for the Board in the next report
 - Registrant risk to take place post-amalgamation.

Chair Roy noted that the Board Dashboard would be a great asset to the new organization during the amalgamation process.

This concludes the open portion of the meeting – 11:26 a.m.

Staff departed the meeting, while the Board briefly met in-camera.