

**BOARD MEETING
Friday, May 23, 2014**

**The Hyatt Regency Hotel
655 Burrard Street, Vancouver BC
“English Bay Room”, 34th Floor**

MINUTES

The meeting commenced at 10:25 am.

In Attendance

Dr. Peter Stevenson-Moore, President
Dr. David Tobias, Vice President
Dr. Erik Hutton, Treasurer
Dr. Ben Balevi
Ms. Melanie Crombie
Mr. Dan De Vita
Dr. Dustin Holben
Ms. Julie Johal

Mr. Richard Lemon
Mr. Samson Lim
Ms. Elaine Maxwell
Ms. Sherry Messenger
Mr. David Pusey
Dr. Jonathan Suzuki
Dr. Jan Versendaal
Dr. Eli Whitney

Regrets

Dr. Darren Buschel
Dr. Kerim Ozcan

Staff in Attendance

Mr. Jerome Marburg, Registrar & CEO
Mr. Greg Cavouras, Staff Lawyer
Ms. Nancy Crosby, Manager of CEO's Office
Ms. Sandra Harvey, Director of Registration and HR
Dr. Cathy McGregor, Remediation and Monitoring
Ms. Anita Wilks, Sr. Manager of Communications
Ms. Carmel Wiseman, Director of Professional Regulation
Mr. Dan Zeng, Sr. Manager of Finance and Administration

Invited Guests

Dr. Brian Chanpong, Sedation & General Anaesthetic Services Committee
Dr. Bob Coles, CDSBC Past President



1. Meeting Called to Order and Welcoming Remarks
2. Consent Agenda
 - a. Approve Agenda for May 23, 2014
 - b. Approval of Board Minutes of February 21, 2014
 - c. Receipt of Reports from Committees
 - d. Receipt of HPRB Decisions
 - e. Receipt of Media Clippings for information

MOTION:

That the items on the Consent Agenda for the May 23, 2014 Board meeting be approved.

Carried

3. Business Arising from the Consent Agenda

There were no items arising from the Consent Agenda.

4. Audited Financial Statements

A teleconference was held on May 13, 2014 to approve the Audited Financial Statements. The Motion passed was as follows:

MOTION:

Moved and seconded that the Board approve the Audited Financial Statements for the fiscal year ending February 28, 2014 and authorize the President and Treasurer to sign on behalf of the Board.



Samson Lim spoke of the detailed process undertaken to finalize the audited financial statements and in particular, noted this was the second year where no material adjustments were required.

MOTION:

That the Board recognizes with thanks the work of Mr. Dan Zeng and his team, in particular noting that this is the second year where no material adjustments were required.

Carried

5. Standards for Minimal and Moderate Sedation Services in Dentistry (Non-Hospital Facilities) – for Approval

The Registrar/CEO gave an overview of the current draft and outlined the key changes that have been made to this document since it was approved in principle by the Board at the February 2014 meeting.

The Board specifically noted the collaboration and effort that went into this document, and acknowledges that it will be highly valuable to the profession. The new Standards will be effective as of their date of publication, however the College recognizes some parts of the document will be rolled out over time.

These standards have the unanimous support of the Sedation and General Anaesthetic Committee.

MOTION:

- 1. That the Standards for Minimal and Moderate Sedation Services in Dentistry (Non-Hospital Facilities) be approved as presented, and published to the profession.***
- 2. That the Registrar progressively implement the Standards with inspections of parenteral moderate sedation facilities to begin in Fiscal 2015/16.***
- 3. That the College communicate with the profession about implementation and timelines.***

Carried - Unanimous



6. Executive Limitation Reports

CDSBC Governance policy requires that the CEO report regularly on matters identified by the Board through a series of Executive Limitations policies. This is one of the ways the Board discharges its oversight obligations without delving into operational issues. The CEO routinely submits these reports to the Board.

MOTION:

That the Board receives the following Monitoring Reports:

EL2: Treatment of the Public

EL3: Treatment of Registrants

EL5: Financial Planning and Budgeting

EL6: Financial Condition and Activities

EL8: Asset Protection

Carried

Mr. Lim spoke to EL8, which addresses insurance, following up from the last Board meeting at which time staff were asked to look into risks, if any, to the organization around electronic/cyber exposure. Management and IT consultants did some research and determined that cyber insurance was not something we need to get at this time. The Audit Committee has documented that discussion.

7. Management Report

The Registrar highlighted the items contained in the written Management report included in the meeting materials.

MOTION:

That the Board receive the Management Report.

Carried

THE OPEN MEETING CONCLUDED AT 11:20 am.

The balance of the meeting proceeded *In Camera* pursuant to Bylaw 2.15(9) of the College Bylaws under the *Health Professions Act*.