



144th Board Meeting Minutes

Date: June 20, 2025, 9:02 AM – 2:53 PM (Virtual)

Board of Directors:

James Matera, RDT, Chair
William (Bill) Van Evans, RDT (Vice-Chair)
Shanice Fontaine, RDT
Tayla McGuckin, Public
Mark Peters, RDT
Nawaz Pirani, Public
Jatinderpal Randhawa, Public
Rehan Siddiqui, Public
Vernu Sivakkolundu, Public
Clark Wilson, RDT
Adela Witko, RDT

Regrets:

Franz Yagin, RDT

Staff:

Judith Rigby, Registrar & CEO
Leanne Cheng, Governance and Regulatory Affairs
Rose Far, Policy and Strategic Projects
Safyia Mohammed, Registration and Administration
Ashney Patrick, Communications
Jasleen Sidhu, Regulatory Affairs CSJ
Jacklyn Smith, Professional Conduct and Human Rights CSJ

Guests:

Karen Coetzee, Construct Measures
Keith Johnson, KJ Consulting
Jessica Rumboldt, George Brown College Indigenous Initiatives

1. Call to Order

The Chair called the 144th Board meeting to order at 9:02 am.

2. Opening Remarks

J. Sidhu, a youth employed through the federally funded Canada Summer Jobs program, delivered CDTO's land acknowledgement. She expressed gratitude for the opportunity to live and work in Mississauga and, as a participant in this federal initiative, acknowledged her responsibility in advancing Indigenous reconciliation.

The Chair welcomed V. Sivakkolundu to the Board and, with regret, informed members of A. Khinich's resignation.

3. Approval of Agenda

The Chair informed the Board that the Committee Slate required revision to appoint the newly appointed Director, V. Sivakkolundu, to support the committees. Additionally, the speaker for Agenda Item 8.1 – George Brown College: Indigenous Initiatives requested an accommodation to present later in the meeting.

MOTION: THAT the agenda be approved as revised for:

1. The addition of an Agenda Item, 6.2 Committee Slate to appoint our new public Director, Vernu Sivakkolundu, to our Committees.
2. A switch in Agenda Item 8.1, George Brown College, Indigenous Initiatives with Agenda Item 11.3, Regulatory Excellence, Equity, Diversity, Inclusion and Indigeneity to accommodate the speaker's availability.

MOVED BY: N. Pirani and seconded by A. Witko

CARRIED



4. Conflict of Interest Declaration

There were no changes to the annual conflict of interest forms or declarations for the items to be discussed at the meeting.

5. Consent Agenda

MOTION: THAT the consent agenda be approved with item 5.3 Discipline Committee Report being removed.

MOVED BY: N. Pirani and seconded by M. Peters

CARRIED

N. Pirani, Chair of the Discipline Committee, provided an update on recent hearings. One hearing was initiated through a mandatory report, the first of its kind received by CDTO. Mandatory reports are legal obligations for employers, facilities, and regulated health professionals to inform CDTO of concerns regarding a registrant's conduct, competence, or capacity. He noted that discipline penalties are evolving to reflect the current regulatory environment and prevent unauthorized practice. Targeted learning has replaced essays, and suspended RDTs are now required to inform CDTO of the RDT or dentist who is assuming their responsibilities.

6. Governance

6.1 April 24th Board Workshop and April 25th Board Meeting Evaluation

The Board completes an evaluation following each workshop and meeting. The most recent evaluation included positive feedback on the workshop, with particular praise for the Equity, Diversity, and Inclusion session. Additionally, the results of the Board meeting evaluation indicated that all metrics were rated above four out of five, reflecting strong and effective performance. No Directors had additional comments.

6.2 Committee Slate

As the Board welcomes V. Sivakkolundu, it must also appoint him to one or more Committees. He will be supporting the Recruitment Committee and the Patient Relations Committee. All Board members are appointed to both the Discipline Committee and the Fitness to Practice Committee.

MOTION: THAT the Board approves the revised 2025 Committee Slate.

MOVED BY: S. Fontaine and seconded by M. Peters

CARRIED

7. Regulatory Programs

7.1 Jurisprudence and Ethics

The Chair of the Registration Committee, S. Fontaine, introduced the item by outlining the decline in new registrations and the need to identify and address barriers to registration. In 2025, CDTO initiated a strategic review of the Jurisprudence and Ethics (J&E) Examination, considering the previously rescinded exemption for George Brown College (GBC) graduates. After consulting with the Office of the Fairness Commissioner, CDTO retained



Construct Measures to independently assess the equivalence of GBC's J&E course to the CDTO's J&E Examination.

K. Coetzee of Construct Measures presented the methodology and findings, concluding that successful completion of GBC's J&E course and passing the J&E Examination both demonstrate exposure to, and knowledge of, the same content. Furthermore, with a first attempt passing rate of 90%, GBC graduates may be required to prove the same competencies twice.

Recommendations include ongoing collaboration with GBC to maintain exemption validity, exploring pathways for non-GBC candidates to complete GBC's course or an equivalent, and implementing periodic jurisprudence requirements for all registrants. Directors supported pursuing the exemption and stressed the importance of monitoring registration trends and providing equitable solutions for non-GBC graduates.

MOTION: THAT the Board:

1. Approves the George Brown College Jurisprudence, Ethics and Professionalism Course as substantially equivalent to the CDTO's J&E "Guide to Dental Technology Practice", v April 2021 and J&E examination, based on an independent 3rd party verification of equivalency, AND
2. Exempts George Brown College students who graduated in 2025 and onwards, and successfully complete the credential and competency assessment requirements, from the CDTO's Jurisprudence and Ethics examination.

MOVED BY: A. Witko and seconded by S. Fontaine

CARRIED

7.2 CADTR Credential and Assessment Services

S. Mohammed provided an update on the statistics of applications and outcomes for the Credentialing and Assessment services since their inception in February 2021. CADTR is seeking support for a percentage-based contribution to help cover fixed costs related to a deficit budget. As outlined in the Memorandum of Understanding previously approved by the CDTO Board, CDTO has agreed to provide such support.

The current deficit is driven in part by the ongoing costs associated with psychometric services, as well as budgeting for over 50 applicants but receiving only 20. A Director suggested that the funding request be reframed as a cost of doing business, given that CADTR delivers credentialing and assessment services on behalf of CDTO.

MOTION: THAT the Board approves payment up to 25% for credential and assessment services provided by the Canadian Dental Technology Regulators in 2025.

MOVED BY: N. Pirani and seconded by M. Peters

CARRIED

11.3 Equity, Diversity, Inclusion and Indigeneity

J. Smith began with an introduction to CDTO's Equity, Diversity, and Inclusion (EDI) journey, including the retention of a consultant to support the organization's strategic



commitments. She explained that the “I” in EDI-I refers to Indigeneity, which involves a distinct methodology to recognize the historical and ongoing impacts of colonialism.

L. Cheng presented on EDI Governance, including a Governance Policy outlining the Board’s roles and responsibilities in leading EDI efforts, and a Governance Evaluation to help CDTO assess its performance and ensure accountability.

J. Rigby discussed the organizational EDI Policy, which will apply across all operational activities. She also introduced the EDI Data Strategy, which will guide the collection of sociodemographic data to help CDTO better understand who it serves and to inform its broader EDI strategy.

R. Far provided an overview of the Equity Impact Assessment (EIA) currently in development, which includes a preliminary checklist and a full assessment tool. The checklist prompts reflection on whether a new or revised policy, practice, or regulatory function might negatively impact an equity-deserving community, and if so, a full EIA is conducted.

S. Mohammed gave an example of how the EIA might be applied by mapping the registration process. This would involve identifying all components and interrelationships within the system to uncover potential sources of bias, barriers, or a lack of fairness or transparency.

9. Financial Matters

9.1 Financial and Monitoring Reports

J. Rigby indicated no major changes since the last monitoring reports. CDTO will be in a surplus position at the end of the year, currently forecasted to be \$69,000.

9.2 2025-2026 Financial Budget

J. Rigby explained the process followed by the Executive Committee in reviewing general budget assumptions, historical trends, and mitigation strategies to inform its budget recommendation. The Committee initially received a draft budget reflecting a \$17,000 deficit. However, in collaboration with the Registration Committee, several changes were approved to reduce barriers to registration, which resulted in revenue reductions and increasing the deficit.

Following the Board’s decision at this meeting to exempt GBC graduates from the Jurisprudence and Ethics Examination, the projected deficit has further increased.

MOTION: THAT the Board:

1. A deficit 2025-2026 Operating Budget of \$22,815, AND
2. The 2025-2026 Fee Schedule as presented, AND
3. The Strategic Initiative Projects Budget as presented.

MOVED BY: A. Witko and seconded by W. Van Evans

CARRIED



10. Communications Strategy

A. Patrick provided an overview of CDTO's recent outreach and engagement efforts, viewership analytics, and strategic initiatives. She highlighted the 2025 Spring Bridge newsletter as well as communications related to the launch and ongoing activities of the Prior Learning Assessment and Recognition Project.

11. Strategic Plan

11.1 Strategic Dashboard

R. Far presented the Strategic Dashboard, focusing on changes since the last update in April 2025 that are not addressed as separate agenda items in this meeting. She provided an update on the Standards Framework Project, which is currently undergoing internal meetings, focus groups, and reviews by subject matter experts to ensure the draft framework aligns with the CDTO's expectations. She also highlighted a 35% increase in the use of new resources and 51% of MailChimp clicks related to unauthorized practice communications.

11.2 Professional Excellence – Reducing Barriers to Registration

11.2.1 Prior Learning Assessment and Recognition (PLAR)

K. Johnson provided an update on the PLAR pilot, which has attracted interested candidates, although some were better suited to the Profession Specific Credential Evaluation (PSCE) route, resulting in a total of 26 valid candidates. Plans are underway to extend the expression of interest period until the end of August to allow more candidates to participate and help reach the target of 50 pilot participants.

K. Johnson also provided details on the evidence grid and initial document collection approach stressing that an integrated IT solution would be deferred until the pilot is underway. Directors noted that while the initial pilot target of 50 candidates seemed ambitious, it now appears much more achievable.

11.2.2 Outreach Task Force

W. Van Evans explained that the Task Force was established to understand why GBC students have chosen not to pursue registration and to develop initiatives supporting their path to licensure. The Task Force, made up of four RDTs with diverse backgrounds and experiences, met with the GBC Dental Technology Faculty and Associate Dean Bethanie Huen to explore collaborative initiatives. Future meetings will include the ADTO.

8.1 George Brown College – Indigenous Initiatives

J. Rumboldt was welcomed to the Board and delivered GBC's land acknowledgement. She highlighted Indigenous Initiatives' focus on integrating Indigenous ways of knowing into the curriculum and supporting both students and the broader community. She noted GBC's signing of the Colleges and Institutes of Canada Indigenous Education Protocol, advancing education and professional development aligned with the Truth and Reconciliation Commission's calls to action. She emphasized the importance of thoughtful language,



providing the example of moving away from terms like “officer” due to their historical associations.

When asked about the implications for the Dental Technology Program, J. Rumboldt recommended exploring Indigenous Pedagogies and relational knowledge. J. Rigby thanked J. Rumboldt for her presentation and noted the distinction between indigeneity and broader equity, diversity, and inclusion initiatives.

11.4 Unauthorized Practice Awareness.

J. Smith opened the presentation by emphasizing the importance of registrants reporting concerns of unauthorized practice to support self-regulation. She highlighted three years of collected data used to identify trends, assess risks, and refine CDTO’s approach. A. Patrick presented on recent communications sent to dentists to raise awareness about supervised labs, including the Verified Labs list. The letter aims to support compliance with Ontario’s regulatory framework, protect patients, and increase transparency.

In response to a director’s inquiry, J. Rigby confirmed that a portal for reporting unauthorized practice is currently under development. She also clarified that CDTO’s Verified Labs communication was not intended to suggest dentists cannot supervise commercial dental laboratories.

12. Registrar’s Update

J. Rigby shared that the As of Right legislation has been passed and, together with L. Cheng, they are monitoring updates and the implications for CDTO, such as the types of declarations required for applicants using this regulation.

13. In-Camera Session

The Chair thanked everyone for their participation in today’s meeting. The Board held an in-camera session to review the in-camera minutes from the April 25, 2025 meeting. The Chair expressed appreciation for everyone’s contributions and looked forward to welcoming them and members of the public at the next Board meeting on September 26.

MOTION: THAT the Board move in-camera.

MOVED BY: C. Wilson and seconded by N. Pirani

CARRIED

14. Meeting Adjournment

MOTION: THAT the Board move out of camera and adjourn the 144th Board Meeting at 2:53 pm.

MOVED BY: C. Wilson and seconded by M. Peters

CARRIED