



148th Board Meeting Minutes

Date: April 24, 2026, 9:06 AM – 3:26 PM (Hybrid)

Board of Directors

James (Jamie) Matera, RDT, Chair
William (Bill) Van Evans, RDT, Vice-Chair
Shanice Fontaine, RDT
Tayla McGuckin, Public
Nawaz Pirani, Public
Dr. Rehan Siddiqui, Public
Vernu Sivakkolundu, Public
Susan St Louis, Public
Adela Witko, RDT

Staff

Judith Rigby, Registrar & CEO
Leanne Cheng, Governance and Regulatory Affairs
Sonam Lhakyi, Registration QA coordinator
Safyia Mohammed, Registration and Administration
Ashney Patrick, Communications

Guests

Edwin Acquah, MDR Strategy
Abena Buahene, Consultant

Regrets

Mark Peters, RDT
Clark Wilson, RDT
Franz Yagin, RDT

1. Call to Order

The Chair called the 148th Board meeting to order at 9:06 AM.

2. Opening Remarks

A. Witko delivered the land acknowledgement which followed with an invitation for attendees to consider how they could move forward with truth and reconciliation. The Chair welcomed new Director Susan St Louis and thanked outgoing Public Director Jatinderpal Randhawa.

3. Approval of Agenda

MOTION: THAT the agenda be approved as presented.

MOVED BY: A. Witko and seconded by S. St Louis

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 as presented.

MOVED BY: S. St Louis and seconded by V. Sivakkolundu

CARRIED



6. Governance

6.1 Rise and Report for April 23rd Board Workshop

The Chair, on behalf of the Board, delivered a report on the workshop held the previous day. The morning session engaged Dental Technology Program students at George Brown Polytechnic (GBP), with RDTs sharing their pathways to licensure and the College providing entry-to-practice guidance. The afternoon focused on the Board's oversight responsibilities, including reviews of the risk management framework, EDI governance, and an introduction to artificial intelligence.

6.2 January 23rd Board Meeting Evaluation

The Chair provided an update on the Board's meeting evaluation. A new evaluation approach was piloted, and the Board agreed to adopt a blended model incorporating qualitative feedback through roundtable discussion and quantitative data collected by survey. Results from the January 23 Board meeting evaluation showed scores of four out of five across all metrics, indicating that meetings are running well, with continued opportunities to improve meeting flow.

6.3 Committee Slate

New Director, Susan St Louis, was appointed to the Registration Committee and the Inquiries, Complaints and Reports Committee.

MOTION: THAT the Committee Slate be revised as presented.

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

CARRIED

6.4 Accountability Reports

L. Cheng provided an update on the College Performance Measurement Framework, noting that reporting is paused for 2025 and that CDTO has demonstrated improved performance in one benchmarked evidence area. A. Patrick presented highlights from the 2024–2025 Annual Report, including registration statistics and strategic project milestones. S. Mohammed presented the Fair Registration Practices Report, including an overview of new race-based data collection results.

7. Governance

7.1 Finance Training for the Board

J. Rigby provided a refresher on the Board's financial responsibilities, including its oversight role and the management of operational and strategic budgets. Through a reflection exercise, the Board agreed that it is in a healthy position with respect to financial competency and oversight tools. Directors also noted an interest in independently undertaking additional learning to further strengthen their individual understanding.



8. Financial Matters

8.1 Financial and Monitoring Reports

J. Rigby presented operational, strategic, investment, and cash flow monitoring reports. An anticipated \$134,000 surplus was noted, primarily attributable to human resources related factors, including sick leaves. Additional information was provided on the lines of defense used in budget monitoring, along with an explanation of the \$18,000 negative variance in Discipline related to an accrual for a future hearing that ultimately resulted in underspending.

8.2 2026-2027 Operating Budget

J. Rigby presented the 2026–2027 operating budget, highlighting that it is a planned deficit budget and that the strategic budget would be presented separately at the next Board meeting. Clarification was provided regarding an \$8,000 increase to the examinations budget, and that reductions to the Complaints and Discipline and Unauthorized Practice budgets are in line with multi-year budget trends and would not impact the College's ability to investigate matters.

MOTION: THAT the Board approves a planned operating deficit budget of -\$17,130 and a fee schedule increase based on CPI of 2.3% for the 2026-2027 fiscal year.

MOVED BY: S. St Louis and seconded by W. Van Evans

CARRIED

9. Regulatory Programs

9.1 Credential and Assessment Services Report

S. Mohammed, Credential and Assessment Services Manager of the Canadian Alliance of Dental Technology Regulators (CADTR) provided an update on application volumes, certificates issued, and assessment scheduling. The Board was informed about the strong participation in the prior learning assessment pilot and that CADTR has recently gained an additional member jurisdiction in Newfoundland and Labrador.

10. Strategic Plan

10.1 Strategic Dashboard

L. Cheng highlighted changes since the previous Board report, including an almost two-fold increase in website traffic, with approximately 6,000 additional views attributed to significant content released over the past six months. An update on the By-laws and policy governance modernization initiatives was provided, noting that a consultant, Abena Buahene, has been engaged to support policy review and the development of policies to address identified gaps, which will inform a subsequent review of the College's By-laws.

10.2 Communications Strategy

A. Patrick presented the communications strategy, which was revised for five major improvements, alignment to the 2024-2027 strategic plan, clear key performance indicators (KPI), expanded goals and actions, clarifies governance oversight, and Board



ready reporting. An example of a key performance indicator was highlighted, percentage of a target audience that demonstrates awareness of a priority topic.

MOTION: THAT the Board approves the revised 2024-2027 Communications Strategy.

MOVED BY: N. Pirani and seconded by W. Van Evans

CARRIED

10.3 Equity, Diversity and Inclusion (EDI)

A. Patrick provided an update on the College's ongoing work to collect demographic data as part of the renewal process, as well as its collaboration with the Health Profession Regulators of Ontario's (HPRO) EDI Network. She noted that this collaboration highlights shared challenges across Colleges and reinforces that the College is not working in isolation. Directors identified opportunities to improve the clarity of language related to demographic data collection and discussed ways to support stronger response rates.

10.4 Prior Learning Assessment and Recognition (PLAR)

E. Acquah (MDR Strategy) provided the Board with an update, noting that 15 candidates progressed through the pilot and have completed their portfolio evaluations. The project remains on schedule, with a comprehensive review set to begin in July and recommendations expected to be implemented by October. Directors expressed satisfaction with the project's progress and noted the increased opportunities it creates for candidates who did not have the opportunity to pursue traditional educational pathways.

11. Registrar's Update

The Registrar provided updates on her meeting with the George Brown Polytechnic Program Advisory Committee and on Ministry discussions to advance proposed changes to the PLAR regulation. She also noted an upcoming meeting with the Office of the Fairness Commissioner scheduled for June. In addition, the Registrar shared an update on the College's investment strategy, confirming that it aligns with Board approved policies and that cash flow is now being invested on a timelier basis.

12. Closing Remarks

As the Board moved in camera, the Chair thanked attendees for their participation and invited them to attend the next Board meeting on June 19. The Chair then announced, with appreciation and regret, the resignations of T. McGuckin, effective April 30, and N. Pirani, effective April 24, and wished them success in their future endeavours. The Chair also introduced Abena Buahene, a consultant observing the meeting for the purpose of conducting a third-party assessment of the Board's effectiveness.

MOTION: THAT the Board moves in-camera.

MOVED BY: S. St Louis and seconded by A. Witko

CARRIED



13. In-Camera Session

14. Meeting Adjournment

MOTION: THAT the Board moves out of in-camera and adjourns the meeting at 3:26 PM.

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

CARRIED