



136th Board Meeting Minutes

Date: September 22, 2023, 9:00 AM – 3:00 PM (Hybrid)

Board of Directors:

James Matera, RDT, Chair
Abena Buahene, Public
Asif Khan, Public
Jill Langford, RDT
Allison Malloy, Public
Rehan Siddiqui, Public
William (Bill) Van Evans, RDT
Franz Yagin, RDT

Regrets:

Melanie Liassides, RDT
Michael Sanders, RDT, Vice-Chair
David Savioli, RDT
Poonam Singh, Public

Guest(s):

Taruna Goel, North Pacific Inc
Denise McLean, Graybridge Malkam
Eva Schausberger, CAMPROF Canada

Staff:

Judith Rigby, Registrar & CEO
Paola Bona, Registration and Examinations
Leanne Cheng, Professional Practice,
Conduct and Regulatory Affairs
Wellie Chihaluca, Communications
Rose Far, Policy and Strategic Projects
Safyia Mohammed, Minute taker

1. Call to Order

The Chair, J. Matera, called the 136th Board meeting to order at 9:06 am and welcomed Directors and staff to the meeting.

2. Land Acknowledgement

W. Van Evans delivered the land acknowledgment which is part of a larger process that we are undertaking, as individuals and as an organization, towards reconciliation. The College supports the practices of land and territorial acknowledgements in order to: raise awareness of Indigenous presence and land rights in everyday life for ourselves and meeting participants, inspire reflection and motivation to improve the relationship between Indigenous and non-Indigenous communities, acknowledge our personal position within the system of colonization, recognize the ongoing history of colonialism and abuse of Indigenous communities and complement self-reflection and cultural competency of staff, Registrants and volunteers.

3. Roll Call

J. Rigby conducted the roll call, noted regrets, and informed the Chair that quorum was met.

4. Approval of Agenda

MOTION: THAT the agenda be approved as presented.

Moved by: W. Van Evans and seconded by A. Malloy

CARRIED

5. Conflict of Interest Declaration

None declared.

6. Consent Agenda

MOTION: THAT the consent agenda be approved as presented.

Moved by: J. Langford and seconded by W. Van Evans

CARRIED

7. Governance

7.1. Board Meeting Evaluation – June 23, 2023

The Chair reviewed the evaluation from the 135th Board meeting on June 23, 2023. He appreciated the positive feedback on his effectiveness and the meeting's focus on agenda items, noting the meeting fostered open discussion and served public interest. No further comments were made by the Directors.

7.2. Current Strategic Plan

7.2.1. Standards of Practice

7.2.1.1. COVID-19 Updates



R. Far was introduced to provide an update on the status of COVID-19 in Ontario, highlighting the decline in case counts, hospitalizations, and the high vaccination rates. She delved into the COVID-19 Guidance for RDTs, initially published in 2020, and its subsequent revisions, highlighting its foundation in evidence-informed decision-making, guidance from health authorities, and expert input.

The rationale for the decision to rescind the guidance was based on a comprehensive literature review, alignment with public health authorities, and collaboration with other oral health colleges. The importance for RDTs to adhere to provincial and national public health directives, uphold IPAC (Infection Prevention and Control) standards was stressed along with the need to remain prepared for potential future health emergencies. A question was raised regarding registrant inquiries to which R. Far responded that very few questions have been received. The Directors commended the College's work.

7.2.1.2. **Proposed Standards Framework & Code of Ethics**

R. Far presented an overview of the Standards Framework project, an initiative that aims to uphold overarching principles of professionalism and practice while ensuring accountability for RDTs in Ontario. The proposed structure of the framework comprises of three key components: ethical principles, professional standards, and practice standards. R. Far indicated that integrating the College's Code of Ethics, currently located in Schedule 4 of the By-Laws, into the framework will ensure alignment with existing ethical principles and simplify access to essential guidelines for RDTs. A special thanks was given to R. Guglielmin, Canada Summer Job Youth, for his contributions.

The next steps include the finalization of the draft framework by incorporating input collected through consultations with equity-deserving and equity-seeking groups, in addition to a bylaws review. There are plans for collaboration with CADTR to explore the possible utilization of the draft framework as a benchmark for a National Standards Framework.

7.2.2. **Equity Diversity and Inclusion**

J. Rigby provided an update on the College's EDI plan and the work done by Canada Summer Jobs Youth, T. Tharmarajah. Several initiatives are underway including a plan to update our dedicated webpage for EDI and Indigenous initiatives, conducting the EDI organizational self-assessment to identify gaps and gap-filling actions, applying the Equity Impact Assessment tool during policy development and review of existing policies. She briefly went over the workshops that the Board and staff were participants in and the upcoming week-long lunch and learn webinars hosted by the University of Manitoba National Centre for Truth and Reconciliation offered to Registrants as voluntary Continuous Professional Development.



7.2.3. Regulatory Disruption – Unauthorized Practice

L. Cheng shared legal counsel, Jordan Glick's, opinion on the publication of information regarding unauthorized practice. This was prepared for the Board in follow-up to concerns raised at the previous Board meeting about whether CDTO would subject itself to potential defamation claims. The legal opinion discusses the benefits and risks of hosting an unauthorized webpage, the defenses, and tools available for a defamation claim, and provides specific improvements for College's cease and desist letter and unauthorized webpage. Board members commended the College for its efforts to protect the public.

7.3. 2023 Strategic Plan

R. Far presented an update on the progress of the development of the new strategic plan. She provided a brief review of Phase 1 and updated the Board on Phase 2. During phase 2, the staff and leadership team diligently analyzed the collected data, exploring potential adjustments to key strategic elements. The outcomes of these sessions were subsequently presented to the Board during their respective workshops held in April and September 2023.

During the Board workshop, which took place the day before, the Board conducted a thorough review and discussion, with a focus on proposed changes. This included revisiting vision and purpose statements, as well as drafting goals and pillars. It's worth noting that this session was highly productive, encouraging, and insightful. The staff will draft the strategic plan based on the direction provided by the Board. In December, they will seek the Board's approval to proceed with RDTs, system partners, and public consultations. The Directors commended the College for its efforts in the strategic planning workshop.

7.4. Board Elections – District 2

W. Chihaluca updated the Board on the District 2 elections scheduled for November 20, 2023, outlining the timeline to adhere to By-Law election requirements. Notices of election have been sent to eligible District 2 candidates via MailChimp. The Recruitment Committee will interview new candidates based on established competency and suitability criteria, a process formalized in the College's By-laws and piloted last year to meet the expectations of the College Performance Measurement Framework. W. Chihaluca acknowledged S. Martin, Canada Summer Job Youth, for developing election-related graphics and content for College's social media and website. Staff to follow up with dates for the Recruitment Committee / Candidate interviews.

8. Board Education

8.1. Anti-Racism in Health Regulation

J. Rigby introduced the presenters, D. McLean, and E. Schausberger, to discuss and share information about combating racism in Health regulation across Canada with the Board. They went over their presentation with the Directors and answered questions that were raised. The Board thanked them for their time and the very informative presentations.

8.2. Anti-Racism in Health Regulation



J. Rigby provided the Board with a snapshot of the HPRO EDI Organizational Self-Assessment tool, and the results of staff input for the Governance Domain which aligns with the College Performance Framework Measurement. The objective of this EDI tool is for the Board and Committee members to identify gaps and determine actions that will lead to EDI competence in decision-making and other regulatory functions.

9. Regulatory Programs

9.1. Registration Regulation Amendments Emergency Class

J. Rigby provided a brief update on the policy work for calling an Emergency and Supervision of registrants in this class being done by R. Guglielmin, Canada Summer Job Youth.

9.2. Prior Learning Assessment Recognition (PLAR)

9.2.1. Recognition of Prior Learning

J. Rigby introduced T. Geol to present on recognition of Prior Learning, which leads to reducing barriers to registration for those who have gained entry-to-practice competencies through some formal and on the job training. PLAR has many applications including supporting disadvantaged and marginalized groups to becoming registered. The Directors thanked her for the informative presentation.

9.3. 2023-2024 Annual Registration Renewals

P. Bona provided an update on the College's Annual renewal for 2023-2024. She outlined the new processes for this renewal period: renewals launched 15-days earlier allowing registrants more time to complete their annual renewal, implemented a new feature for registrants to add a reminder to their calendars and revised renewal messaging to be more concise and encourage timely renewal to avoid late penalty fees. Through the College's targeted communications and outreach, forty-five registrants had not renewed as of August 31 compared to sixty-three at the prior year's end. P. Bona also went over the growth analysis of the College's Registrant base with a downward trend due to higher numbers of retirements and a decline in the number of new applicants resulting from lower graduate application rate and no graduating class from George Brown College in 2023 due to COVID-19. However, a positive registrant growth rate is anticipated through the impact from aligning with CADTR and the development of new registration pathways.

9.4. Credential and Assessment Services

P. Bona Credentialing and Assessment Manager, Canadian Alliance of Dental Technology Regulators (CADTR), provided the Board with an update on the national credentialing and competency assessment programs launched in 2021. CADTR has received 247 applications with 57% from approved programs, 30% from internationally trained and 14% from those who completed credentialing with a dental technology regulator but did not complete all the required examinations.

A detailed update was also provided on the Knowledge-Based Assessment (KBA), Performance-Based Assessment (PBA) and the upcoming PBA to be held in Alberta and Ontario during October. To date, 90 applicants have completed CADTR credentialing and competency assessment are eligible for registration with over 50% who have indicated Ontario as their preferred province of practice.



The Board was informed of the lower than projected application rates and resulting revenue shortfall. CADTR is exploring opportunities to minimize the deficit, for example, bolstering applicant outreach initiatives, additional credentialing support for the internationally trained, and development of a Prior Learning Assessment Recognition program with the support of federal funding which has been conditionally approved. However, CDTO will need to contribute additional fees to ensure the financial sustainability of CADTR.

Due to time constraints, items for motion were prioritized and the Board was invited to select any items for information to review.

A. Malloy and W. Van Evans excused themselves from the meeting at 2:00 pm and 2:10 pm respectively.

The following Agenda Items were not discussed.

9.5. Quality Assurance Summary of Professional Development Profiles (SPDP)

Provides an update on the data of this year's Summary Professional Development Profile submissions that were due on August 31, 2023. There is also an analysis of the data trends over the last three years.

10. Management Report

- 10.1. 2022-2023 Financial Audit
- 10.2. Office Closure

11. Communications Strategy Update

- 11.1 Communications Update

12. Registrar's Update

- 12.1 Registrar's Report

13. In-camera session – None

14. Next Meeting Dates – December 15, 2023

15. Meeting Adjournment.

MOTION: THAT the 136th Board meeting be adjourned at 2:10 pm.

Moved by: J. Matera and seconded by W. Van Evans

CARRIED