# 2017 FALL CDSS COUNCIL MEETING

# Midtown Plaza Boardroom

# 2nd Floor Midtown Tower

**OCTOBER 25 – 27, 2017**

**Wednesday October 25, 2017 evening**

**In attendance:**

Dr. Louie Kriel (President) Dr. Hilary Stevens (President Elect) Dr. Todd Graham (Vice President) Dr. Craig Humber, Dr. Drew Krainyk, Dr. Wes Thomson, Dr. Dean Zimmer, Devin Dubois (Public Rep), Kim Neudorf (Public Rep), Dr.Bret Dergousoff (Past President) Dr. Bernie White(Registrar), Jerod Orb (Executive Director),

Marion Lafreniere (Director of Professional Standards)

Guest: Dr. Mike Prestie CDA Rep.

6:00 p.m. Call to order – Dr. Brent Dergousoff

Introductions and Declarations of Conflict

Agenda Discussion

**Motion to approve the agenda**:

Moved: Dr. Craig Humber

Seconded: Nancy Croll

**Motion to approve Spring Council 2017 minutes**:

Moved: Dr. Drew Krainyk

Seconded: Dr. Louie Kriel

**Motion that the minutes of September 25, 2017 conference call meeting be approved as circulated.**

Moved: Dr. Wes Thomson/

Seconded: Dr. Craig Humber

Discipline Committee Report: Dr. Hilary Stevens, Chair

Dr. Stevens reported on the following:

There are currently no cases within Discipline at this time.

Dr. Stevens met with Dr. White and Francine Chad Smith (Adjudicator). Ms. Smith has informed the CDSS that she will be retiring by the end of 2017. Ms. Smith will assist with the process of interviewing for a new panel chair adjudicator.

*Action:*

Interviewing process for panel chair adjudicator to be completed by end of 2017.

Professional Conduct Committee: Dr. Drew Krainyk, Chair

Dr. Krainyk reported the following:

Possible 2 cases that will be referred to discipline (Dr. Stevens, Dr. Graham & Nancy Croll were asked to leave during the discussion)

No action at his time.

Governance Committee Report: Dr. Louie Kriel, Chair

Dr. Kriel reported the following:

Irene Seiferling will be giving a presentation to Council on governance Thursday October 26, 2017.

No action

Human Resources Committee Report: Dr. Louie Kriel

Dr. Kriel reported the following:

Duties of the HR committee

No action

Quality Assurance Committee: Dr. Louie Kriel, Chair

Dr. Kriel reported the following:

Gave up to date numbers on PERP visits. PERP visits will now include Specialists offices

Discussion:

Dr. Todd Graham suggested the possibility of using the “Center for Disease’ document as a resource for the PERP program.

Dr. Kriel presented Shelly Voykin’s questions regarding in-office emergency protocols

Advertising Review Committee: Dr. Dean Zimmer, Chair

Dr. Zimmer reported the following:

High number of non-compliant advertising (80 -90%)appearing in the first 140 characters of online searches for members websites. Suggested asking on the relicense form for website address to assist in doing a province wide search on line search results.

Reviewed the protocol for members with non-compliant advertising

Discussion about cooperate dentistry advertising and the responsibilities of CDSS members concerning advertising no matter who is the facility owner.

Dr. Zimmer has made changes to the CDSS Advertising Standard for clarification for CDSS members

Bernie White informed council that he has spoken with Sean Sinclair (CDSS lawyer) about the current advertising standard and that Mr. Sinclair suggested that the standard be revisited to address some of the guidelines that appear to be over regulating.

*Action:*

QAC will work on developing a program to manage the review of online searches of the first 140 characters of members websites

Collect members website addresses by adding to the CDSS annual license renewal form a request for members/clinic website address

Review the CDSS Advertising Standard to address some of the guidelines that appear to be over regulating.

Audit Committee Report

Jerod Orb reported the following:

With the member increase over the past few years it has become more difficult to set a budget

Could consider changing the year end to March 31 and having the AGM in April

*Action:*

Jerod to discuss with the accountant the possibility of a change to the year-end date. What is involved

Was suggested that all CDSS members have paid registration to the 2019 CDSS / CDA National Convention

Practice Enhancement Review Program Committee: Dr. Louie Kriel, Chair

Dr. Kriel reported the following:

Shelly Voykin has had a number of questions regarding emergency equipment required in offices.

Such as blood pressure measuring equipment. How specific should the questionnaire be?

How does it relate to a facility that the CDSS member is in contract and is not present at all times? Following a discussion the same standard is required in these facilities and it is the CDSS members responsibility to make sure that staff is educated in emergencies in the dental office.

Discussion around the expectations of PERP assessments of northern dental facilities that are only reachable by air plane. Council agreed that all clinics in Saskatchewan should have an onsite visit and that a protocol for visiting these clinics should be developed. It was suggested that the PERP assessor could make arrangements to visit the remote clinics with the CDSS member that is connected to the clinic. Could possibly consider a facility fee for these remote clinics to offset cost of PERP assessment.

Discussion around members that have had multiple positive biological test results reported from COD. Will have to consider changes to the IPC document to incorporate recommendations for in house monitoring daily/or for each load and a requirement for a monthly biological test from a 3rd party

Dr. Krainyk explained that all offices will require weekly biological testing from an outside agency (like the U of S), unless they utilize an in-office BI monitor (for sterilizer loads that involve equipment used to place implants or other materials left around the bone or periosteum) on a daily (or almost daily basis).  For the offices that are using a BI monitor on a daily basis (or almost daily basis), they will need to record the results of each of those BI cycles and have monthly monitoring done from an outside agency.

Meeting dismissed 9:00 p.m. will reconvene Thursday October 26, 2017 at 8:30 a.m.

Thursday October 26, 2017

**In attendance:**

Dr. Louie Kriel (President) Dr. Hilary Stevens (President Elect) Dr. Todd Graham (Vice President) Dr. Craig Humber, Dr. Drew Krainyk, Dr. Wes Thomson, Dr. Dean Zimmer, Devin Dubois (Public Rep), Kim Neudorf (Public Rep), Dr.Bret Dergousoff (Past President) Dr. Bernie White(Registrar), Jerod Orb (CDSS Staff),

Marion Lafreniere (CDSS Staff)

Guest: Dr. Mike Prestie CDA Rep.

 Dr. Dennis Fuchs NDEB Rep

 Irene Sieferling - Board Dynamics presentation – 8:30 – 9:30 am

 Jason Korte – Report on annual conference 12:00 noon – 1:00 pm

8:30 am Call to Order

Dr. Brent Dergousoff introduction of Irene Seifering – Board Dynamics presentation

Irene Seiferling presentation on Board Governance

10:00 a.m.

CDSS Council in-camera session

11:00 CDSS Council meeting resumed

Legislation and Sustainability

Dr. Bernie White reported the following:

Meeting that he attended with the registrars from the other disciplines. Discussion around the Hygiene program and IST/ART, this being considered only for the education piece for now. Hygienist adding IT/ART to their authorized practices could be considered

*Action:*

Develop a CDSS position on scope of practice (IRT/ART) of hygienists.

*Action:*

Develop position statement on Therapists doing scaling.

Dr. White reviewed draft bylaws. Development of exams for CDSS standards discussed. Dr. Humber commented on the development of sedation standard.

*Action:*

Working sedation document by spring of 2018.

Dr. White provided an update on the restructuring of the CDRAF board.

Dr. Fuchs provided his overview of NDEB activities since last fall.

Dr. Mike Prestie reported the following:

Fee guide, purpose and future expectations. Income vs. Supply.

Impact proposes a 2.71% increase for 2018.

Irene Sieferling provided her presentation on board governance.

Todd Graham reported the following:

Demographics of dentistry changing in the province. Dentists are working less than 1400 hours per year. Mr. Dubois questioned the mandate of the economics committee. Maybe needs to be revisited.

Dr. Mike Prestie provided his CDA report, specifically discussing the development and rollout of Secure Send.

CDAC letter was discussed, in which CDSS was asked to provide a member to the accreditation team if they so wished.

*Action*:

Appoint CDSS representative to CDAC committee.

The CEO/Registrar meeting was discussed with Dr. White confirming that the CDSS council was comfortable with the Registrar and Executive Director attending this meeting as it is held outside of Canada. The council confirmed they were supportive of this meeting, regardless of location.

Sask Polytechnic Awards discussed. Confirmed that we would provide two $1000 awards. 1 based on academics and 1 based on financial need.

Should appoint a new member to the SK Polytechnic DA/DH advising committee. Dr. Stevens agreed to attend on behalf of CDSS.

Mr. Orb provided a report on the NIRO group. Discussion surrounding regulatory bodies and providing membership services.

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Guest: Dr. Mike Prestie CDA Rep.

 Dr. Dennis Fuchs NDEB Rep.

Dr. Doug Brothwell, College of Dentistry

8:00 am Call to Order

Dr. Brothwell provided a report on ongoing activity at the U of S, outlined priorities for the College of Dentistry and their alignment with University administration policies.

Dr. Krainyk mentioned member concerns regarding the CDSS AGM agenda. Suggested reports do not need to be read, should solicit membership for questions prior to the ADM

Action:

Call for questions prior to next AGM and provide responses to members questions in next newsletter.

**Motion that no external organizations are to provide reports at the next AGM.**

Moved: Dr. Humber

Seconded: Dr. Krainyk

Mr. Orb discussed the 2018 budget, once again budgeting for a deficit in 2018. Also cautioned against earning profits and ensuring that profits are returned to members. Discussed that the College of Dentistry should provide a Request for Proposal to the CDSS when they require our funding.

**Motion that College of Dentistry provide a Request for Proposal when seeking CDSS funding.**

Moved: Dr. Krainyk

Seconded: Dr. Humber

Mr. Orb then presented the CDSS accounts and noted significant reserves and profits from conferences. Council agreed to provide CDSS members with free registration to 2019 conference

**Motion that all CDSS members will have complimentary registration to the 2019 conference.**

Moved: Dr. Krainyk

Seconded: Dr. Stevens

Mr. Orb also discussed establishing a CDSS communications committee. Dr. Zimmer agreed to sit on the committee.

Dr. Thomson provided his Continuing Education report. It was decided that part-time faculty would earn ½ credit for every 3 hours of teaching.

It was discussed and decided that Dr. Prestie could serve as an external contact for members needing assistance.

CDSS awards were discussed, some suggestions to modify years of service awards, no clear direction.

Discussed that job descriptions for Council chairs and CDSS executive staff be provided to Council.

**Motion that job descriptions of CDSS committee chairs and CDSS staff be provided to council.**

Moved: Dr. Graham

Seconded: Ms. Croll

Also discussed that Per Diems should be considered for those putting in extra time on committees.

*Action:*

Follow up Per Diem policy at January meeting.

Dr. Graham discussed the updated CDSS IPC draft. Sought further recommendations from council, specifically on policies involving sterilization of handpieces and other devices. Will discuss further over email with council.

The Dental Aide program was discussed. A new committee will be composed of Mr. Orb, Dr. Stevens, Dr. Krainyk and Dr. Thomson. Aim to launch online Aide program in early 2018. Discussion with SAIT ongoing with College of Dentistry on creating Dental Assisting program at U of S.

Discussion on informed consent and the need to ensure members are aware of the CDSS standard.

*Action:*

Send memo to members regarding informed consent after recommendations from council are received.

Mr. Orb discussed the communications budget and suggested creating new material for 2018.

*New Business*

May meeting, spring council will be held in Waskesiu with a dinner/meeting with PA members.

CDA AGM discussed, Mr. Orb will circulate information regarding dates, flights and accommodation by the end of November.

Standard Fall Council Motions

1. MINUTES

MOTION Dr. Krainyk – Dr. Kriel

THAT the reading of the Minutes of Spring Council Meeting

2017 be approved as circulated.

2. REPORTS OF STANDING AND SPECIAL COMMITTEES

MOTION Dr. Kriel – Dr. Stevens

THAT the Reports of the Standing and Special Committees be received.

3. COUNCIL ELECTION

MOTION Dr. Graham – Dr. Thomson

THAT as a result of the 2017 election, Drs. Dessouki, Krainyk, Theissen and Thomson, be declared elected to Council for a two year period, effective January 1, 2018.

4. 2017 BUDGET / FINANCIAL

MOTION Dr. Krainyk – Dr. Humber

THAT the CDSS budget, grants, Schedule 1 and per diem policy be accepted as amended/presented.

5. 2017 MEETINGS / APPOINTMENTS

MOTION Dr. Kriel– Dr. Zimmer

THAT the Spring Council Meeting take place in Waskesiu on May 9-11, 2018

THAT the Fall Council Meeting take place in Saskatoon on October

24-26, 2018.

THAT the January orientation/governance meeting take place in Saskatoon on January 4-5, 2018.

THAT the 2018 Annual General Meeting of the College of Dental Surgeons of Saskatchewan be held in conjunction with the Saskatchewan Oral Health Professions Conference, Saturday, September 8, 2018 in Saskatoon.

MOTION Dr. Zimmer – Dr. Thomson

THAT the College of Dental Surgeons of Saskatchewan employ

Impact Economists as our Economist consulting firm for 2019.

ADJOURNMENT

MOTION Dr. Stevens

THAT this meeting be adjourned at 3:07pm on Friday, October 27, 2017.