



March 17, 2023
Spring Council
Executive Director Update

1. Human Resources
 - a. Staff as of March 18 consist of Jessica Gunn, Licensing & Renewals Coordinator, Meagan Fraser, Communications and Marketing Specialist, and Lisa Cassidy, Coordinator Professional Standards and Complaint Process.
 - b. Registrar search in the hands of HRCC Committee.
 - c. 2 of the 3 staff have completed and passed their probation period and are now full-time permanent staff members of CDSS.
 - d. New bi-weekly payroll system implemented at the close of 2022 is working well.
2. Finance
 - a. nothing new to report since the last council approval for reducing the GL accounts and streamlining banking. In the works with Betty at MNP who I will be working closely with to get everything in place for the year end.
3. IT
 - a. survey for the Online renewal process was circulated and we had some positive and constructive feedback to take back to 5by5. Always happy to improve things.
 - b. some improvements were made to the “Become a Registrant” page, as well as the home and About Us page. It all looks esthetically pleasing and easy to navigate.
 - c. On March 1 we also launched the CE Self-submission portal, which was a project a long time in the works. This will allow faster turnaround time of CE credits and bring us in line with industry standard for this process. We’ve had very positive feedback from members on this process and will be circulating a survey to members in the coming months.
 - d. Current project that Jessica is working on is updating the standards, guidelines and policies into a standard branded template and having those posted on the PUBLIC side of the website.
 - e. Next steps will be a refresh of the member portal.
 - f. Jess and I plan to visit the SALPN office in Regina to get an overview of their database on March 30th.
4. Communications
 - a. 2023 Conference is making good progress.
 - b. Vetting venues and planning for 2024-26 has begun.
 - c. Grad breakfast is on June 9th. Meagan met with Lane Foster at the UofS to work with him on the planning of that project.
 - d. Hard copies of the fee guide went out beginning of March.



- e. Spring newsletter will be out end of March/beginning of April
 - f. Focus is on being cost conscious and paring back some of the programs/vendors that are not in line.
5. Renovation
- a. Start date of renovation project is March 20th
 - b. The CDSS office has temporarily moved locations to Floor 5 of the Midtown Tower. The move was a no small feat, but a great success by CDSS staff and went very smoothly.
 - c. Expected completion date is end of May (approx. 8-10 weeks).
6. Economics
- a. Procedure Frequency Survey from Impact has had good response, with a survey close date sometime in May. We will obtain a list of participants from Impact and upload their CE credits at that time.
 - b. I will be attending a meeting with Drs. Humber and Wagner on March 20th to begin negotiations with the MOH for the Supplementary Health specialist fee guide.
 - c. Letter to MOH approved by council is in progress to begin negotiations with MOH and Drs. Graham and Prestie on the Supp Health and FHB fees, which I will be in attendance of as well.
 - d. Drs. Graham, Prestie, and myself, will be attending the Consortium meetings in Parksville, BC, June 13-16 for negotiations of the fee guide.
7. Canadian Dental Association
- a. I will be meeting in Toronto on March 25th to finalize the Technical Submission Paper with the other PDTA representatives.
 - b. Drs. Bazylak and Thiessen, along with myself, will be attending the CDA AGM in Winnipeg on April 19-22 to vote Dr. Baker to the CDA Board.
 - c. CDA Environmental Scan is to be released soon.
8. CDSPI
- a. Dr. Prestie and I will be attending the CDSPI AGM in Toronto on May 13th, all expenses will be paid for by CDSPI.
 - b. I held a meeting with Ed Dermit January 24th on Legal Expense Insurance, which was informative. Benefits include insurance coverings for disciplinary hearings and billing investigation and reviews, plus free/unlimited access to legal helpline, legal document review and simple legal letter writing services. PPT is attached.
 - c. CDSPI will be announcing a strategic alliance with MNP to offer exclusive access and tax solutions to members. Details to follow.
9. CDRAF
- a. Dr. Bazylak and myself plan on attending the CDRAF meeting in Calgary, AB on June 17th.
10. Regulatory Bylaws



- a. Reached out to Ya-Hong Song, Senior Policy Analyst with the Ministry of Health, for a status update on the regulatory bylaws. The following is her response:

Attached is the last email response to the CDSS bylaws with the concerns/comments from the Ministry.

Also attached for your information is an information sheet (developed by the Ministry) regarding bylaw process.

Dr. Gerry Uswak and I met online on Oct 18, 2022 to discuss the major concerns about the bylaws. Dr. Uswak indicated at the meeting that the College will be working on the revision of the bylaws to address the comments/concerns raised by the Ministry. When finalized, the bylaws will be taken to the CDSS council for approval before submitting to the Ministry.

I am not sure if the above work has been complete by the CDSS. Also, I would appreciate an opportunity to review the final version of your bylaws before you submit certified copies of the bylaws to the Ministry.

Looking forward to working with you on the CDSS bylaws. Feel free to contact me if you have questions or need further information.

- b. Jessica also reviewed the bylaws and flagged some things that may need to updated concerning licensing, as well as some formatting errors.