



## Minutes

### **Guiding Principles:**

CDSS is a dental regulatory body that regulates dentists 'by the right of the Minister of Health', Government of Saskatchewan, via the Dental Disciplines Act (1997). This is to say the Government delegates, through legislation, the responsibility to the CDSS to license and regulate dentists in Saskatchewan 'in the public interest'.

### **Vision:**

Safely serve the public.

### **Mission:**

License new entrants. Regulate members. Provide continuous education. Implement current best practices.

### **Values:**

Safety. Integrity. Professional. Fulfilling.

### **Land Acknowledgement:**

*We acknowledge that the College of Dental Surgeons of Saskatchewan is located on Treaty 6 Territory and the Homeland of the Metis. We pay our respects to the First Nations and Metis ancestors of this place and reaffirm our relationship with one another.*

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### **October 20, 2023 Council Meeting**

In person: Cyan Room, Alt Hotel, Saskatoon, SK

**Attendees:** Drs. Bazylak, Bhargava, Fowler, Koskie, Ridgway, Saganski, Thiessen, Thomson, Zimmer; Don Robinson, Gord Wyatt, Gord Gillespie, Jaime Korczak and Jessica Gunn.

**Regrets:** Dr. Viridi, Silvia Martini

**Commenced:** 8:30 a.m.

**Guest Speaker:** Brian Baker, CDA Update (virtual)

**Council Commenced:** 8:55 a.m.

Opening Remarks and 2023 & 2024 objectives

President

Dr. Thiessen thanked Dr. Bazylak for his service as the CDSS president for the past year. Then reminded council about confidentiality of these meetings and our guiding principle. His main priorities are: Hiring a permanent Registrar, the CDCB, updating the Bylaws and member website, implementing a criminal record check policy, fiscal responsibilities, and efficiency.



- Procedural Chair
1. Quorum Confirmation Chair
  2. Welcome & Introductions Chair
  3. Conflict of Interest Self Declaration Chair
  4. Consent Items Chair
    - a. Minutes of
      - i. June 2nd, 2023 Council Meeting ([link](#))
      - ii. Special Resolution Academic Fees (July, 6th, 2023) ([link](#))
      - iii. Special Resolution Finance (August 30th, 2023) ([link](#))
  5. Committee Reports/minutes
    - a. Executive Committees Reports
      - i. Governance - refer to AGM Report
      - ii. Audit/Finance - refer to AGM Report
      - iii. HR/Compensation - refer to AGM Report
    - b. Statutory
      - i. Discipline NTR
      - ii. Professional Conduct - refer to AGM Report
    - c. Council Committee Reports
      - i. Quality Assurance - NTR
      - ii. Advertising Review - NTR
      - iii. Practice Enhancement Review - NTR
      - iv. Continuing Education & Learning - refer to discussion item
  6. Management Reports
    - a. President's Report ([link](#))
    - b. Registrar's Report ([link](#))
    - c. ED Report ([link](#))

Agenda Approval

**Motion to: adopt the Agenda with the addition of Bank GIC redemption request, COD request for funding, new applicants with open cases, Moneris & Sowingo.**

Moved: Wes Thomson	Seconded: Erika Ridgway	CARRIED
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**Motion to: adopt the consent items as presented:**

Moved: Don Robinson	Seconded: Gord Wyatt	CARRIED
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New & Carried Action Items ([link](#))

Decision/motion items

1. TMD Guideline update (Raj) ([link](#))



**Motion to: approve Guideline with the omission of “General Practitioners” in the title and first sentence.**

Moved: Raj Bhargava	Seconded: Erika Ridgway	CARRIED
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2. Member Website update ([link](#))

**Action Item:** Management to move Standards section to the main green boxes for ease of use.

**Motion to: roll out updated website in January after sending to council with updates.**

Moved: Kevin Saganski	Seconded: Michael Koskie	CARRIED
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3. Bank GIC redemption request

**Motion to: Redeem \$125,000 GIC to cover cash flow before renewals & renovation returns from Midtown.**

Moved: Raj Bhargava	Seconded: Wes Thomson	CARRIED
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Governance Items ([Task Calendar](#))

Governance Committee to be tasked to review and update Councils workplan.

Discussion items

Registrar:

1. Legal Risk Update ([link](#))
  - a. PCC update regarding changes to DDA ([link](#))
  - b. Rizvi
  - c. Lee
  - d. Neuromodulators

**Action Item:** Look into publishing PCC cases on our public and members websites.

2. Registrar Conflict of Interest ([link](#))

**Motion to: in the circumstance of the recusal of the Registrar, the Coordinator of Professional Standards and Complaint Process shall act as Deputy Registrar to fulfill the role of Registrar.**

Moved: Derek Thiessen	Seconded: Mike Fowler	CARRIED
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3. Criminal Record Check ([link 1](#)) ([link 2](#))

**Action Item:** Check with SHA regarding adding our own public representatives, as there may not be enough to populate this committee without overlap of PCC & Discipline Committee representatives.

**Motion to: adopt Criminal Record Check Policy and Procedures with the change of date in paragraph 3 from October 1, 2023 to January 1, 2024**

Moved: Kevin Saganski	Seconded: Erika Ridgway	CARRIED
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4. Jurisprudence Exam ([link](#))

**Motion: To adopt Jurisprudence Exam for new registrants in 2024.**

Moved: Derek Thiessen	Seconded: Raj Bhargava	CARRIED
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5. Malpractice Liability Insurance ([link](#))  
This will be left up to the registrar's discretion.
6. Dental Anesthesiology Specialty ([link](#))  
**Action Item:** Dean is to contact Dr. Piche to confirm if there is a national exam for this speciality yet. The speciality will not be recognized until there is a national exam in place.
7. Standards ([link](#))  
**Action Item:** Dean is to amend sections related to Section 25 appropriately and bring forward to council for approval in January.
8. Sedation Standard ([link](#))  
**Motion: With respect to repeal of section 25 of the DDA, the CDSS Sedation Standard (Page 5) Section 10**

**10. Only the following persons may administer any sedative or general anesthetic agent in the dental setting for any DDA s25 authorised practise:**

Be changed to

**10. Only the following persons may administer any sedative or general anesthetic agent in the dental setting:**

Moved: Derek Thiessen	Seconded: Kevin Saganski	CARRIED
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**Motion: With respect to the exclusion of dental hygienists in the ability to monitor minimal sedation with nitrous oxide administration, that the CDSS Sedation Standard (Page 11) Section 5**

**5. Patients must be monitored by an appropriately trained dentist, or an appropriately trained registered nurse, registered respiratory therapist, licensed practical nurse, or a registered dental assistant, or a dental therapist under the supervision of a dentist, by direct and continuous clinical observation for level of consciousness and assessment of vital signs which may include heart rate, blood pressure, and respiration preoperatively, intraoperatively and postoperatively, as necessary.**

be changed to

4. **Patients must be monitored by an appropriately trained dentist, or an appropriately trained registered nurse, registered respiratory therapist, licensed practical nurse, or a registered dental professional where vital sign monitoring is within their scope of practice under the supervision of a dentist, by direct and continuous clinical observation for level of consciousness and assessment of vital signs which may include heart rate, blood pressure, and respiration preoperatively, intraoperatively and postoperatively, as necessary.**

Moved: Michael Koskie	Seconded: Raj Bhargava	CARRIED
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9. Neuromodulator Standard ([link 1](#)) ([link 2](#))

**Action Item:** Dean to review and bring back any recommended changes to council in January.

10. SDHA and Standards ([link](#))

11. Radiologist CBCT Interpretation Concern ([link 1](#)) ([link 2](#))

**Action Item:** The Radiation Standard is in the process of being updated. Dean to bring this back to council when he has more information.

**Action Item:** Dean/management to send e-blast to members, regarding the use of Canadian Radiologists.

12. Permit Formalization Proposal ([link](#))

**Action Item:** Finance Committee to discuss and make recommendations on price of permits.

**Motion to: adopt permits for, Practice of Dentistry Clinic Facilities Standard, Radiation and Imaging Standard, Sedation and General Anesthesia Standard, Advanced Facial Esthetic Therapies and Adjunctive Considerations Standard as presented.**

<b>Moved: Raj Bhargava</b>	<b>Seconded: Gord Wyatt</b>	<b>CARRIED</b>
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13. Bylaw Updates ([link](#))

**Motion to: send the draft of new Bylaws to the Ministry of Health**

<b>Moved: Derek Thiessen</b>	<b>Seconded: Raj Bhargava</b>	<b>CARRIED</b>
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14. PEP ([link 1](#)) ([link 2](#))

To be reimplemented by and when a permanent Registrar is in place.

15. RCDSO Virtual Care Standard ([link](#))

This may become standardized across Canada, please keep on the radar.

16. License Numbers

**Motion to: adopt Unique ID as a permanent license number rather than an annual license number.**

<b>Moved: Don Robinson</b>	<b>Seconded: Derek Thiessen</b>	<b>CARRIED</b>
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17. Direct Dental Day

This was decided to be a non-issue as handheld radiograph machines can be used instead.

18. Acting Interim Registrar Position Update ([link](#))

Council thanks Dean for his efforts and time spent to define the Registrar role, and the work he has done thus far.

19. CoD Request for funding

**Action Item:** Management to fact check with other Colleges and Associations if they donate to their respective provincial universities.



**Action Item:** College of Dentistry to send management a proposal which will be brought back to council for discussion in January.

20. New applicants with open PCC cases

It was decided to continue to not license applicants who have ongoing PCC cases in other jurisdictions.

Executive Director:

Jaime started by thanking Dean for all his hard work thus far. She then discussed the recent renovation to the CDSS office. The Economics Committee is working on finalizing the 2024 Fee Guide and are negotiating fees with Social Services and the Family Health Benefit Plan and the Payment Schedule Modernization Working Group. HR update – Jessica has been promoted to Executive Assistant so management is looking to hire for the Licensing Coordinator and will soon be looking for candidates to cover Lisa’s mat leave for the Professional standards and Complaints Coordinator. Jaime also discussed the ongoing discussions regarding the CDBP and how the presidents and EDs/COEs have all rescinded their NDAs with Health Canada. Jaime has been working with the Corrections Department on a tender for services. Jaime will be attending the SOHC PD day to present to stakeholders along with the dental leader’s forum in November.

1. 2023 SOHC

**Action Item:** Management to send feedback questions to council then compile answers and report to council in January including sponsorship numbers.

**Action Item:** Management to investigate committee members getting free admission along with councillors.

**Action Item:** Management to send survey to members then compile answers and report to council in January.

2. Council Website

**Action Item:** Management to investigate other option and bring forward to council.

3. AGM Date & Presidency Term (Jaime & Derek)

It was discussed with the implementation of new procedures and products that our financials could be decided in the first quarter of the year; therefore we could move up our AGM date to approve financials earlier in the year. This would mean that one group of councillors and executives would have either a 6-month term or 18-month term. Management would like to try to implement this in 2025 at the earliest.

4. EDI - Equity, Diversity, Inclusion (Jaime & Dean)

**Action Item:** Management to look more into training, Jaime and Jessica will be taking Cultural Humility training to potentially bring to members.

5. Moneris

**Action Item:** Management to get reduced rates through Moneris for the CDSS office immediately and for members in 2024.



6. Sowingo

**Action Item:** Management to implement program with membership.

Councillors:

1. CRCC Report (Wes) [\(link\)](#)

**Action Item:** Finance Committee to discuss payment of Committee members for committees that no longer exists.

**Motion to: adopt changes as presented with the deletion of the last sentence of section 4 - "It is over-populated with 11 members at this juncture, so CRCC recommends a slight reduction in Members."**

<b>Moved: Wes Thomson</b>	<b>Seconded: Don Robinson</b>	<b>CARRIED</b>
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2. CE Policy Update (Kevin) [\(link\)](#)

**Motion to: adopt changes as presented without the change to Section 11.4**

<b>Moved: Kevin Saganski</b>	<b>Seconded: Michael Koskie</b>	<b>CARRIED</b>
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3. ARC - Dental Services (Kevin) [\(link\)](#)

It was discussed that childcare was not a dental service therefore could be advertised.

4. Implant Dentistry (Raj) [\(link\)](#)

**Action Item:** Councillors to send Raj suggestions by mid November. Raj will then compile these and report to council in January or March when they are ready.

5. Clear Aligner and Straight Wire Orthodontic Guidelines for the SASK GP (Raj) [\(link\)](#)

**Action Item:** Councillors to send Raj suggestions by mid November. Raj will then compile these and report to council in January or March when they are ready.

Round Table

Chair

Closing Comments

President

**Adjournment:** 3:03 p.m.

Chair

<b>Moved: Mike Fowler</b>
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In Camera

NEW & CARRIED ACTION ITEMS – June 2023

<p>Management to review admin/regulatory bylaws and report to Executive Committee and Council; governance committee will assist if needed</p> <p><b>**JO: talking with Ministry about it, made a lot of progress ***to be sent to other regulatory's under the Act and Ministry for feedback/revisions, then comes back to council to be passed as a motion</b></p> <p><b>NEW: Currently with the Gov't</b></p> <p><b>**Update: received feedback, will be another revision to go back to Gov't shortly; more clarification was needed</b></p>	Management	<p><del>Jan-2022</del></p> <p><del>April-2022</del></p> <p><del>June-2022</del></p> <p><del>Oct-2022</del></p> <p><del>JAN-2023</del></p> <p><del>March-2023</del></p> <p><del>June-2023</del></p> <p><del>Oct-2023</del></p> <p>Jan 2024</p>	<p>New</p> <p><b>CARRIED</b></p>
<p>Seek legal counsel on the matter of negotiations with the Ministry, where that lies with regulatory vs. association</p>	Jaime	<p><del>March-2023</del></p> <p><del>June-2023</del></p> <p><del>Oct-2023</del></p> <p>Jan 2024</p>	<p>New</p> <p><b>CARRIED</b></p>
<p>Review Admin Bylaws upon approval of Regulatory Bylaws; Review Strategic Plan</p>	Gov Committee	<p><del>March-2023</del></p> <p><del>June-2023</del></p> <p><del>Oct-2023</del></p> <p>Jan 2024</p>	<p>New</p> <p><b>CARRIED</b></p>
<p>Review Informed Consent</p>	Registrar	<p><del>March-2023</del></p> <p><del>June-2023</del></p> <p><del>Oct-2023</del></p> <p>Jan 2024</p>	<p>New</p> <p><b>CARRIED</b></p>
<p>Review Election Policy regarding 2 members required to nominate Vice President, to include electronic voting &amp; ensure following bylaws (amend regulatory bylaws to include such)</p> <p><b>*Draft Standard complete. Working on dates</b></p>	Governance Committee	<p><del>June-2023</del></p> <p><del>Oct-2023</del></p> <p>Jan 2024</p>	<p>New</p> <p><b>CARRIED</b></p>
<p>Look into contracted dentists and how to keep our database accurate</p>	Registrar	<p><del>June-2023</del></p> <p><del>Oct-2023</del></p> <p>Jan 2024</p>	<p>New</p> <p><b>CARRIED</b></p>
<p>Meet with Health Minister to set up working group regarding long term care guidelines</p> <p><b>*To connect with new Minister</b></p>	Dr. Bhargava	<p><del>Oct-2023</del></p> <p>Jan 2024</p>	<p>New</p> <p><b>CARRIED</b></p>
<p>Budget</p>	Finance Committee	Jan 2024	New
<p>Registrar Painting Policy</p>	Gord	Jan 2024	New
<p>Service Award Policy</p>	Management	Jan 2024	New
<p>Networking &amp; Government relations Policy</p>	President/management	Jan 2024	New



Website update – Management to add the Standards to the main boxes then send back to council to review	Management (Jessica)	Jan 2024	New
Registrar to investigate posting PCC cases on public and member website	Registrar	Jan 2024	New
Management to investigate adding our own public representatives to a committee – (criminal record check committee)	Management	Jan 2024	New
Registrar to contact Dr. Piche regarding national exam for Dental Anesthesia Speciality	Registrar	Jan 2024	New
Registrar to amend all Standards with reference to the repealed Dental Disciplines Act Section 25, then bring back to council for approval	Registrar	Jan 2024	New
Registrar to review legal concerns with the Neuromodulator Standard and bring back to council for review	Registrar	Jan 2024	New
Registrar to bring forward updated Radiation Standard for council to review	Registrar	Jan 2024	New
Management to send e-blast to members regarding CBCT reading and using Canadian Radiologists	Management	Jan 2024	New
Management to see if other Colleges and Association donate to their respective universities	Management	Jan 2024	New
Management to obtain proposal for donation from the College of Dentistry to bring forward to council	Management	Jan 2024	New
Management to send council feedback questions regarding the 2023 conference, management will then compile results and bring forward to council	Management	Jan 2024	New
Management to investigate committee members getting free entry to conference similar to council members	Management	Jan 2024	New
Management to send member survey regarding 2023 conference, then to compile result and bring forward to council	Management	Jan 2024	New
Management to review other options for council website and bring forward to council	Management	Jan 2024	New
Management to investigate EDI training for members	Management	Jan 2024	New

Management to obtain reduced rates for Moneris in the CDSS office immediately, and for members to receive reduced rates in 2024	Management	Jan 2024	New
Management to implement Sowing program with members	Management	Jan 2024	New
Finance Committee to discuss payment of Committee members for committees that no longer exists	Finance Committee	Jan 2024	New
Councillors to send Raj suggestions regarding Clear Aligner and Straight Wire Orthodontic Guidelines for the SASK GP Standard & Implant Dentistry Standard by mid November. Raj will then compile these and report to council in January or March when they are ready	Raj Bhargava	Jan or March 2024	New
Finance Committee to set prices for Permits (Practice of Dentistry Clinic Facilities Standard, Radiation and Imaging Standard, Sedation and General Anesthesia Standard, Advanced Facial Esthetic Therapies and Adjunctive Considerations Standard)	Finance Committee	Jan 2024	New
Executive and Registrar to review the Prescribing and Dispensing Standard and develop revision recommendations	Executive/Registrar	<del>June-2022</del> <del>Oct-2022</del> <del>Jan-2023</del> <del>March-2023</del> <del>June-2023</del> <del>Oct-2023</del> March 2024	New CARRIED
Develop online video explaining Bylaws and Facility Standards Note: (Gov't to approve 1st) Will review once we have PEP in place again. Revisit this in spring (*Revisit in October) New: revisit when PEP is established	CE/Meagan	<del>April-2022</del> <del>Oct-2022</del> <del>Jan-2023</del> <del>June-2023</del> <del>Oct-2023</del> March 2024	New CARRIED
Code of Conduct & Confidentiality comparison with MB	HRC	March 2024	New
Contribution to business review results	HRC	March 2024	New
Service Award Policy	HRC	March 2024	New
Schedule I	Finance Committee	Jan 2024	New
Registrar Hiring	HRC	March 2024	New
Criminal Record Check Policy	Governance Committee	Jan 2024	New
Whistle Blower Policy	HRC	March 2024	New
Strategic Plan	Governance Committee	March 2024	New
Task Calendar Review	Governance Committee	March 2024	New