

COUNCIL MEETING MINUTES

Virtual Zoom Meeting

Livestreamed to the CDHO YouTube Channel

Friday, June 2, 2023

9:00 a.m. – 4:00 p.m.

COUNCIL MEMBERS PRESENT:

Terri Strawn, Professional Member, President
Michelle Atkinson, Professional Member
(10:15 a.m.-4:00 p.m.)
Loree Beniuk, Public Member
Anne-Marie Conaghan, Academic Member
Maheen Cassim, Professional Member
Jennifer Cooper, Academic Member
Krista Dufour, Professional Member
Pella Giabanis, Public Member
(9:00a.m.-12:00p.m., 2:00p.m.-4:00p.m.)
Alessandro Greco, Public Member
(9:00a.m.-11:00a.m.)
Carla Grbac, Professional Member
Ehizele Martin Iyamabo, Public Member
(9:00a.m.-12:00p.m.)
Meghan Leuprecht, Public Member
Vanessa Pereira, Professional Member,
Vice-President
Margaret Wade, Public Member
Jacqueline White, Professional Member
(10:30a.m.-4:00p.m.)
Mary Yeomans, Professional Member

REGRETS:

Farzana Hussain, Professional Member
Sasha Sidhu, Public Member
Angelica Palantzas, Public Member
Erin Betts, Public Member

ADMINISTRATION:

Dr. Glenn Pettifer, Registrar and CEO
Veronica Douglas, Executive Administrator

GUESTS:

Julie Maciura, SML, CDHO Legal Counsel
(9:00 a.m.-1:15 p.m.)
Blair MacKenzie, Hilborn LLP (9:30a.m.-
10:00a.m.)
Usman Paracha, Hilborn LLP (9:30a.m.-
10:00a.m.)
Doha Melhem, Pivotal Research (11:00a.m.-
11:45a.m.)
Rainer Kocsis, Pivotal Research (11:00a.m.-
11:45 a.m.)
Hafsah Ali, Pivotal Research (11:00a.m.-
11:45 a.m.)

1.0 CALL TO ORDER

1.1 Roll Call

The Chair, Terri Strawn, called the meeting to order at 9:03 a.m.

1.2 Opening Remarks

The Council President, Terri Strawn, welcomed Council and guests to the June Council meeting. The following land acknowledgment was made:

“While we meet today in a virtual environment, I would like to begin by acknowledging the Indigenous peoples and every being of all the lands that we are gathered on here. I acknowledge that there are 46 treaties, other agreements as well as unceded nations that cover the territory now called Ontario, which remains the home of many First Nations, Inuit, and Métis people. I come with respect for this land that I am on today, for the people and all living beings who have and still reside here.

Let’s take a moment to acknowledge the importance of the land which we each call home and express my gratitude to have the privilege to work on this land. We do this to reaffirm our commitment and our responsibility to improve relationships between nations and to improve our own understanding of local Indigenous peoples and their cultures. From coast to coast to coast, I wish to acknowledge the ancestral and unceded territory of all the Inuit, Métis, and First Nations people that call this nation home.

Please join me in a moment of reflection to acknowledge the effects of genocide, residential schools, and the ongoing effects of colonialism on Indigenous families and communities. We have the utmost respect for Indigenous peoples and wish to thank them for their continued stewardship of this land. Let’s take this time to consider how we can, in our own way, move forward in a spirit of reconciliation and collaboration.”

The President informed those present that Council joined the Councils of the other Oral Health Profession Regulatory Colleges (RCDSO, CDO, CDTO) in an education day “Indigenous Peoples, Reconciliation, and Anti-Bias” on May 26th, 2023.

1.3 Council Policy Manual Update

The Chair reported that the following policies had been updated:

- GP- 3(4) Council Planning Cycle and Agenda Control

1.4 Council Code of Conduct

Council was reminded of the Code of Conduct.

2.0 APPROVAL OF AGENDA

2.1 Review and Approval of Agenda

A typo in Item 14.1 was amended to read policy 3(8) instead of 3(9).

MOTION: THAT Council moves to approve the June 2, 2023 Council meeting agenda as amended.

Moved: Carla Grbac

Seconded: Loree Beniuk

VOTE:

CARRIED

3.0 DECLARATIONS OF POTENTIAL CONFLICTS OF INTEREST

3.1 Declarations of Conflict of Interest

No conflicts were declared.

4.0 CONSENT AGENDA (4.1-4.1.1)

MOTION: THAT Council moves to approve the consent agenda.

Moved: Maheen Cassim

Seconded: Jennifer Cooper

VOTE:

CARRIED

5.0 INFORMATION REQUESTED BY THE BOARD

Dr. Glenn Pettifer updated Council on the operations of the College.

The President advised Council that they met with the Registrar regarding operations on May 19th, with Michelle Atkinson regarding the June Council meeting on May 26th, and with Vanessa Pereira regarding the June Council meeting on May 31st.

6.0 OWNERSHIP LINKAGE

6.1 Status of Ownership Linkage Activities

The Ownership Linkage Committee provided Council with a written report.

7.0 GOVERNANCE PROCESS ITEMS

7.1 2022 Draft Audited Financial Statements

Blair MacKenzie and Usman Paracha presented the 2022 draft financial

statements to Council.

MOTION: **THAT** Council approves the transfer of \$2,000,000 from unrestricted net assets to net assets internally restricted for strategic initiatives.

MOVED: Carla Grbac

SECONDED: Vanessa Pereira

VOTE:

CARRIED

MOTION: **THAT** Council moves to accept the 2022 draft audited financial statements as presented by Hilborn LLP.

MOVED: Mary Yeomans

SECONDED: Margaret Wade

VOTE:

CARRIED

7.2 Appointment of Auditor for 2023

Council considered the public interest by discussing if there was a risk associated with hiring the same auditors year after year. In the regulatory sector it is common to use the same auditors due to the straightforward nature of its financials. The Executive Committee did complete a comprehensive assessment of the auditors and formed a positive assessment of the firm, therefore it was decided to continue using Hilborn LLP in 2023.

MOTION: **WHEREAS** Bylaw No. 5 *Section 10.1* requires that Council appoint an auditor licensed under the *Public Accounting Act, 2004* (Ontario) each year to conduct an audit and issue an audited financial statement for each and every fiscal year; and

WHEREAS the firm of *Hilborn, LLP* provides independent accounting services and advice to the CDHO in accordance with the standards and procedures determined by the CICA/CAO; and

WHEREAS the Executive Committee completed a comprehensive assessment and formed a positive assessment of *Hilborn LLP* using the Auditor Assessment Tool;

THEREFORE BE IT RESOLVED THAT the firm of *Hilborn, LLP* be reappointed as auditors of the College of Dental Hygienists of Ontario for the fiscal year of 2023.

MOVED: Margaret Wade

SECONDED: Vanessa Pereira

VOTE:

CARRIED

7.3 Governance Committee Update

Terri Strawn provided an update on the Governance Committee activities. The Governance Committee has not met since the last Council meeting, however they are planning to meet to discuss Deanna Williams' external assessment of Council effectiveness report and will provide Council with an update in September.

7.4 Dissolution of the Examinations Committee

Council considered the public interest in access to safe, competent, and ethical care and service when discussing the dissolution of the Examinations Committee. The CDHO no longer administers any entry-to-practice examinations since it delegates that responsibility to the Federation of Dental Hygiene Regulators of Canada (FDHRC) as a third-party provider for the administration of both the written and clinical examinations. The FDHRC also manages the appeal process associated with either exam. Since the work of the CDHO Examinations Committee has been assumed by the FDHRC, Council determined dissolving the Examinations Committee would not put the public at risk.

MOTION: **WHEREAS** Council formed an Examinations Committee on January 24, 2014; and

WHEREAS the Examinations Committee functions have been transferred to the Federation of Dental Hygiene Regulators of Canada (approved by Council on June 11, 2021);

THEREFORE, BE IT RESOLVED THAT the Examinations Committee be dissolved with the appreciation of Council to Committee Members for their contributions.

MOVED: Jennifer Cooper

SECONDED: Anne-Marie Conaghan

VOTE:

CARRIED

12.0 BOARD EDUCATION

12.1 Voice of Patient Survey Final Report

Doha Melhem presented the results of Pivotal Research’s Voice of the Patient survey to Council. The primary research objective was to understand the landscape of patient and public experiences and perception with dental hygiene care in Ontario. Pivotal Research used an online bulletin board, in-depth interviews, and an online survey to conduct their research. The survey concluded that dental hygiene patients are highly satisfied with their dental hygienists, consent and transparency have a great impact on the dental hygiene experience, and that satisfaction is positively correlated with age, income, and English language fluency. They found that dental hygiene care is perceived to be expensive and cost-prohibitive to many Ontario residents and access to dental hygiene care is correlated with socio-economic factors. Pivotal research also identified several key considerations to further assess when aiming to enhance public trust and confidence in the dental hygiene profession such as increased outreach to marginalized demographics. Next steps include conducting registrant engagement research and a qualitative deep-dive on dental hygiene patient experiences with discrimination and racism.

12.2 CDHO Council Coaching Agenda

Council reviewed the Coaching Advisories for the December and March Council meetings from the Governance Coach.

13.0 ENDS ITEMS FOR CONSIDERATION

13.1 Policy Content Review: EL Global End

Council reviewed the Global End policy and no changes were made.

13.2 Policy Content Review: E-1

Council reviewed the Ends-1 policy and no changes were made.

13.3 Policy Content Review: E-2

Council reviewed the Ends- 2 policy and no changes were made.

13.4 Policy Content Review: E-3

Council reviewed the Ends- 3 policy and no changes were made.

13.5 Policy Content Review: E-4

Council reviewed the Ends- 4 policy and no changes were made.

14.0 MONITORING CEO PERFORMANCE

14.0 MOTION TO MOVE IN CAMERA

MOTION: THAT Council move in Camera as per RHPA, *Schedule 2, Section 7(2)(d)* at 1:12 p.m., for agenda items 14.1–14.4.

MOVED: Jacqueline White

SECONDED: Carla Grbac

VOTE:

CARRIED

14.1 Internal Monitoring: E-3

MOTION: THAT Council has assessed the monitoring report for E-3 and determined there is sufficient, verifiable evidence of a reasonable interpretation.

MOVED: Jacqueline White

SECONDED: Carla Grbac

VOTE:

CARRIED

14.2 Internal Monitoring: EL-4

MOTION: THAT Council has assessed the monitoring report for EL-4 and determined there is sufficient, verifiable evidence of a reasonable interpretation.

MOVED: Michelle Atkinson

SECONDED: Mary Yeomans

VOTE:

CARRIED

14.3 Internal Monitoring: E-6

MOTION: THAT Council has assessed the monitoring report for EL-6 and determined there is sufficient, verifiable evidence of a reasonable interpretation.

MOVED: Maheen Cassim

SECONDED: Jennifer Cooper

VOTE:

CARRIED

14.4 Internal Monitoring: E-9

MOTION: THAT Council has assessed the monitoring report for EL-9 and determined there is sufficient, verifiable evidence of a reasonable interpretation.

MOVED: Loree Beniuk

SECONDED: Anne-Marie Conaghan

VOTE:

CARRIED

14.5 Registrar Compensation Appraisal

Council completed a compensation appraisal in camera.

14.0 MOTION TO MOVE OUT OF CAMERA

MOTION: THAT Council move out of Camera as per RHPA, *Schedule 2, Section 7(2)(d)* at 3:42 p.m.

MOVED: Krista Dufour

SECONDED: Carla Grbac

VOTE:

CARRIED

15.0 SELF-EVALUATION OF GOVERNANCE PROCESS

15.1 Council Meeting Evaluation

The Council Feedback Survey was sent to Council members to be completed electronically. Council reviewed the results in the meeting.

16.0 NEXT MEETING DATE

The next Council meeting is June 2, 2023.

17.0 ADJOURNMENT

MOTION: THAT the Council meeting be adjourned at 3:57 p.m.

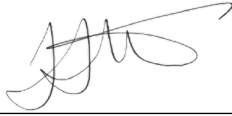
MOVED: Carla Grbac

SECONDED: Jennifer Cooper

VOTE:

CARRIED

Approved by:



Signature of Chair, Terri Strawn

September 22, 2023

Date