

EXECUTIVE COMMITTEE: MEETING SUMMARY

FOR INFORMATION

This document provides a summary of the Executive Committee meeting held on May 20, 2022. The full minutes of this meeting will be approved at the next meeting and circulated.

Decision items

The Executive Committee considered the following for decision:

Course approval

The Executive Committee heard background on the College Standard entitled “Performance of Intra-Oral Procedures that are not Controlled Acts by Preventive Dental Assistants, Level II Dental Assistants and Registered Dental Hygienists”. The Standard indicates that certain intra-oral procedures required for orthodontic procedures can be performed by Level II dental assistants provided they successfully complete a supplemental course in orthodontic procedures.

The Standard does not state that the RCDSO will approve the courses. College staff was contacted by individuals (course providers, and individuals planning to take courses) for an opinion on whether specific courses satisfied the criteria in the Standard. College staff had offered such opinions informally in an effort to be helpful, but there were several challenges with that approach.

The Executive Committee asked staff to cease providing informal approval of any course referred to in the Standard and to ask any third parties who have stated that their course is approved by the RCDSO to remove such messaging from their website or other promotional materials.

Eligibility Review Committee

The Executive Committee appointed the following returning members to the Eligibility Review Committee for the 2022 election cycle:

- Maureen Boon
- Anne Coghlan
- Linda Gough
- Rod Hamilton
- Shenda Tanchuk
- Deanna Williams

The Executive Committee also approved assigning the Eligibility Review Committee the task of providing feedback to certain election candidates where appropriate.

Bill 106

The Executive Committee was asked to review and approve submissions to the Ministry of Health on proposed regulations, which would enable the implementation of recent amendments to the *Regulated Health Professions Act, 1991* (RHPA), “Registration Barriers for Regulated Health Professionals.” The deadline for response is June 10, 2022.

The Executive Committee approved the Submission on Proposed Regulations to the Regulated Health Professions Act, 1991 (RHPA) – Registration Barriers for Regulated Health Professionals, with revisions.

RCDSO Strategic Plan – 2023-2025

The Executive Committee had a thorough discussion of the draft strategic plan and suggested two revisions to the document. The committee recommended to Council the draft Strategic Plan 2023-2025 for approval.

Council election/selection preparation

- a. The College Performance Measurement Framework requires that Council members complete an annual Conflict of Interest Declaration Form and that the forms be included as an appendix to Council meeting materials. The Executive Committee was provided with a Conflict of Interest Declaration Form, drafted by staff in consultation with general legal counsel, for its review and recommendation to Council.

The Executive Committee recommended that Council approve the annual Conflict of Interest Declaration Form, as circulated.

- b. The Executive Committee recommended to Council an amendment to By-law 13 to make Council members' annual Conflict of Interest Declaration Forms publicly available for approval.
- c. The Executive Committee provided feedback on a Diversity Self-Identification Questionnaire designed to collect information on prospective Council and Committee members to support recruitment to improve diversity and representation of the overall complement of Council and Committees.

Expenses for approval

The Executive Committee approved payment of the per diem claims from Sandy Venditti and Benjamin Lin, as submitted for reimbursement.

Discussion and information items

Registrar Dan Faulkner and College staff provided the Executive Committee with several updates.

- Staff provided an overview of the ongoing work to update and revise the College's candidate eligibility course in advance of the 2022 Council elections and non-Council committee appointment process.
- Dan asked the Executive Committee to consider the formation of a single Governance Committee that would consolidate other College committees involved in governance: Nominations Committee, Eligibility Review Committee and Elections Committee. The Executive Committee agreed it would be beneficial to consolidate the committees into one Governance Committee and to bring this item to the June Council meeting.
- Staff provided data and background information on dental offices reporting adverse events to the College's Facilities Inspection Program.

Contact: Daniel Faulkner, Registrar and CEO (dfaulkner@rcdso.org)