

THE ROYAL COLLEGE OF DENTISTS OF CANADA

MINUTES of the Annual General Meeting

Held at The Omni King Edward Hotel – Sovereign Ballroom and virtually via Zoom
on Saturday, September 24, 2022 at 11:00 a.m. EST

Present:	Dr. Carolyn Mason	-	Chair
	Dr. Izchak Barzilay	-	Vice-Chair
	Dr. John Zarb	-	Registrar and Director in Prosthodontics
	Dr. James Posluns	-	Treasurer
	Dr. Constantine Batsos	-	Dental Public Health
	Dr. Iona Leong	-	Oral Medicine and Oral Pathology
	Dr. Daniel Turgeon	-	Oral and Maxillofacial Radiology
	Dr. James Noble	-	Orthodontics
	Dr. Paul Andrews	-	Paediatric Dentistry
	Dr. Jean-Pierre Picard	-	Periodontics
	Dr. Christine Corbeil	-	Examiner-in-Chief
	Ms. Amandine Perdebat	-	Managing Director
	Ms. Farhana Mahbub	-	Public Member
By Invitation:	Ms. Laura Gay	-	Auditor, Stern Cohen, LLP
	Dr. Ming-Yi Chou	-	Prosthodontics (Incoming)
	Dr. Nadia Marchese	-	Oral Medicine (Incoming)
	Dr. Lisa Johnson	-	Oral Pathology (Incoming)
	Dr. Jack Gerrow	-	Representative, CDRAF
	Dr. Deb Matthews	-	Representative, CDAC
	Dr. Maneesh Sharma	-	Representative, CDSA
Recorders:	Nicole Guy	-	Recording Secretary, MinuteTakers Inc.
Regrets:	Dr. John Odai	-	Endodontics
	Dr. Maico Melo	-	Oral and Maxillofacial Surgery

1. CALL TO ORDER

Proper notice having been given and there being a quorum present, the Chair called the meeting to order at 11:00 a.m.

2. ADOPTION OF AGENDA

On **MOTION** by Dr. Leong and **Seconded** by Dr. Andrews, the Agenda was approved with one addition:

- *RCDC proposal to CDRAF regarding future administration of the NDSE*

3. **ADOPTION OF MINUTES OF PREVIOUS MEETING**

The Chair asked for any errors or omissions in the Minutes of the Annual General meeting dated September 18, 2021 that were distributed prior to the meeting.

On **MOTION** by Dr. Leong and **Seconded** by Dr. Zarb, it was, **RESOLVED that the Minutes of the Annual General meeting of September 18, 2021 be accepted as presented.** Motion carried.

4. **NDSE PROPOSAL UPDATE**

4.1 **Overview** – Dr. Mason provided an overview of the work undertaken by RCDC on this item over the past year, noting that the College is continuing to advocate for administration of the NDSE. A proposal has been developed to transition the exam from the NDEB to RCDC and provides for ongoing collaboration between RCDC and NDEB, CDAC, ACFD, etc.

4.2 **CDRAF Update** – D. Faulkner, Registrar and CEO of CDRAF noted that a number of positive discussions have taken place regarding this matter with focus on ensuring the examinations provided have the efficacy required to make regulatory decisions about specialty certification.

(a) *Requirements* – Dr. Gerrow commented that all ten provinces have agreed that a single exam is preferred and a list of requirements has been developed to guide this process. These requirements include the following:

- a clear, defined purpose (to identify safe and unsafe candidates)
- sustainability of psychometrics (minimizing false positives/negatives)
- sustainability of finance (managing exam cost)

4.3 **Discussion** – The floor was then opened for questions and comments.

(a) *Standard* – Upon inquiry, it was clarified that the goal of the exam is not to set an expert standard, but to qualify candidates who are safe to practice. The NDSE will not be tied to the RCDC Fellowship exam, which may set its own standard.

(b) *Cost* – Dr. Gerrow clarified that it was not strictly cost that resulted in the NDSE moving to the NDEB, and noted that things have changed in regulation and government oversight since that time. In addition, the previous exam was the same for licensure and RCDC Fellowship, which will no longer be the case and will affect the cost of delivery. The DRAs will try to maintain the system knowing that there is good faith in the cost setting, but there is some risk.

5. **COMMITTEE REPORTS**

5.1 **Governance Committee** – Dr. Andrews presented a report. Members of the Committee and staff were thanked for their work on behalf of the College.

(a) *2022-2023 Slate of Officers* – The 2021-2022 slate of Officers was presented for review and approval.

- Dr. Izchak Barzilay, Board Chair
- Dr. John Odai, Board Vice-Chair
- Dr. John Zarb, Registrar
- Dr. James Posluns, Treasurer
- Ms. Amandine Perdebat, Secretary
- Dr. Christine Corbeil, Examiner-in-Chief

On **MOTION** by Dr. Leong and **Seconded** by Dr. Picard, it was, **RESOLVED that the Governance Committee Report be accepted as presented AND THAT the Slate of Officers be accepted as presented.** Motion carried.

(b) *Incoming Director in Oral Medicine* – Dr. Nadia Marchese was welcomed.

(c) *Incoming Director in Oral Pathology* – Dr. Lisa Johnson was welcomed.

(d) *Incoming Director in Prosthodontics* – Dr. Ming-Yi Chou was welcomed.

(e) *Board Chair Emeritus* – Dr. Carolyn Mason was welcomed as Board Chair Emeritus, a new position that has been created to allow her to continue her work in the development of the NDSE agreement.

5.2 **Bylaw Committee** – Dr. Barzilay presented a report on behalf of the Committee.

(a) *Bylaw Number 2022 09 24* – Dr. Barzilay provided a summary of the proposed amendments, noting that the role descriptions and voting permissions have been updated, including permitting the Vice-Chair to vote and creating the Board Chair Emeritus position.

On **MOTION** by Dr. Leong and **Seconded** by Dr. Noble, it was, **RESOLVED that Bylaw Committee Report be accepted as presented AND THAT the amendments to By-Law Number 2020 09 24 be approved as presented.** Motion carried.

5.3 **Fellowship Affairs Committee** – Dr. Zarb presented highlights from his report.

(a) *Programs* – The Brand Ambassador program has been launched and continuing education seminars are ongoing. A new online membership portal will be launched this fall, and will serve as the virtual meeting place for the upcoming mentorship program.

On **MOTION** by Dr. Noble and **Seconded** by Dr. Leong, it was, **RESOLVED that the Fellowship Affairs Committee Report be accepted as presented.** Motion carried.

- (b) *Dues* – Annual dues will increase next year by \$50 to offset increasing operational costs and facilitate strategic planning initiatives.

On **MOTION** by Dr. Leong and **Seconded** by Dr. Andrews, it was, **RESOLVED that the RCDC annual dues be increased by \$50.** Motion carried.

5.4 **Fellowship Examination Committee** – Dr. Corbeil provided an overview of her written report on behalf of the Committee.

- (a) *Examinations Report* – Due to ongoing travel and pandemic-related issues, the 2022 Fellowship Examination proceeded virtually again for 2022. The Fellowship examinations were successfully completed with good reliability.
- (b) *2023 Exam* – After consultation with stakeholders and reviewing feedback from candidates and examiners, a hybrid screen-to-face delivery will be implemented for the 2023 examination. This will ensure the most reliable means of delivery for examiners in person and provide accessibility for candidates virtually.
- (c) *Appreciation* – Dr. Corbeil thanked the Associate Examiner-in-Chief, the examination teams, Chief Examiners, RCDC staff, and the Psychometrician for their work.

5.5 **Budget and Audit Committee** – Dr. Posluns noted that the financial statements have been posted on the RCDC website for review.

5.6 **2022 Audited Financial Statements** – L. Gay, Auditor, presented the audited financial statements for the fiscal year period April 1, 2021 to March 31, 2022.

- (a) *Revenues and Expenses* – It was reported that there was an excess of revenue over expenses totalling \$409,874 and an accumulated surplus of \$3.7 million. There were unrealized losses of approximately \$70,000 in investment income at year-end due to ongoing market fluctuations.
- (b) *Strategic Initiative Fund* – A new fund has been created to demonstrate the designated purpose of the annual surpluses in the current and upcoming years, which is to provide funding necessary to fulfil the strategic initiatives developed at the November 2022 strategic planning retreat. \$2 million of the current surplus has been transferred into this fund.

On **MOTION** by Dr. Leong and **Seconded** by Dr. Turgeon, it was, **RESOLVED that the audited financial statements for the fiscal year period ended March 31, 2022 be approved as presented.** Motion carried.

The Auditor was thanked for their report and departed the meeting at this point.

- (c) *Appointment of Auditor* – The Board recommends reappointment of Stern Cohen.

On **MOTION** by Dr. Picard and **Seconded** by Dr. Noble, it was,
RESOLVED that the firm of Stern Cohen LLP be re-appointed as Auditor for the fiscal year period April 1, 2022 to March 31, 2023. Motion carried.

- 5.7 **2023-2024 RCDC Budget** – Dr. Posluns presented the 2023-2024 budget for review and approval.

- (a) *Overview* – The budget predicts a deficit of \$228,636; this is acceptable due to the College's strong financial position and not-for-profit status, and due to this budget being a worst-case scenario. It was reminded that a deficit was planned for the previous year as well, but did not materialize. Anticipated revenue remains consistent at \$2 million and expenses total \$2.3 million.

On **MOTION** by Dr. Andrews and **Seconded** by Dr. Picard, it was,
RESOLVED that the 2023-2024 budget be accepted and adopted as presented. Motion carried.

6. EXTERNAL STAKEHOLDER REPORTS

- 6.1 **CDAC** – Dr. Matthews presented a report.

- (a) *New Governance Model* – New governance and funding models are being developed as CDAC transitions to a not-for-profit entity independent of CDA. The new structure is hoped to allow funders access to accreditation reports and facilitate communication with the Provincial fairness commissioners. Feedback and input is being collected from stakeholders on the proposed new governance model, which is expected to be in place by the end of the 2022 calendar year.

- 6.2 **CDSA** – Dr. Sharma presented an update to his written report.

- (a) *Program Director Accreditation* – With respect to the CDAC proposed changes to the accreditation requirements for program directors, CDSA recommends that program directors hold unrestricted licenses and have Fellowship in the Royal College. However, CDAC has provided its rationale for allowing restricted licenses for graduate program directors, which is being followed.

- (b) *NDSE* – The CDSA firmly believes that a national standardized examination process is essential to ensure entry-level dental specialists have the necessary competencies to provide safe and appropriate services, and strongly supports the delivery of the NDSE by RCDC under the oversight of the DRAs.

- 6.3 **CDRAF** – Dr. Gerrow provided an update.

- (a) *Strategic Planning* – The major items currently in progress are the NDSE, the restructuring at CDAC, and a draft strategic plan which is currently being reviewed by the DRAs. The strategic plan proposes a change in direction with respect to oversight of the commission, NDEB exams, and the NDSE. It is expected that the strategic plan can be presented for approval in October 2022.

7. **QUESTION AND ANSWER PERIOD**

No new business was brought before the meeting.

8. **ADJOURNMENT**

There being no further business to discuss, the meeting was concluded at 12:01 p.m. on **MOTION** by Dr. Leong and **Seconded** by Dr. Turgeon.