

**Provincial Dental Board of Nova Scotia**

**Board Meeting 2020 - 10**

**Zoom - Teleconference: August 20, 2020 - 7:00 pm**

A meeting of the Provincial Dental Board of Nova Scotia was held on August 20, 2020 via zoom teleconference at 7:00 pm.

**In Attendance:**

Dr. Daniel Albert (Chair)  
Dr. Shelly Anderson (Vice-Chair)  
Dr. Kevin Walsh  
Dr. Chris Baker  
Dr. Terrie Logue  
Dr. Russell MacSween  
Dr. Sunita Sharma  
Dr. David Dignan  
Ms. Marina Crawford  
Mr. Greg Fevens  
Mr. David Melvin  
Dr. Martin Gillis (Registrar)  
Dr. Curtis Gregoire (Deputy Registrar)  
Ms. Jane Donovan (Executive Assistant)  
Ms. Valerie Benoit (Receptionist)  
Mr. Chris Holland (IT)

**Observers:** Mr. Jason Cooke (Legal Counsel)

**Regrets:** Ms. Donna Rushton

**Agenda. 1     Call to Order**

At 7:01pm the Chair welcomed Board members and provided general instructions regarding the proceedings.

**Agenda. 2     Conflict of Interest Declaration**

The Chair asked the Board if they had or knew of any Board members who had a conflict of interest with the agenda. No conflicts were identified.

**Agenda. 3      Approval of the Agenda**

The Chair reviewed the agenda and no additions were noted.

It was moved and seconded – Dr. Kevin Walsh and Dr. Sunita Sharma

**Motion 2020 - 57**

"To approve the agenda as presented."

**Motion Carried**

**Agenda. 4      Update COVID-19**

Dr. Albert provided an update regarding COVID-19 and noted that the guidelines for Phase 3 are working well. The overall impression is that dental offices are busy providing safe dentistry. The Executive Group continues to monitor developments from the Chief Medical Officer of Health, Department of Health and Wellness, and other dental regulatory authorities. The plan is that in mid-September the Executive Group will review the current Phase 3 Plan and make minor edits. The FAQs will also be reviewed and updated as necessary.

Dr. Gillis added that the CDRAF Board met earlier today and scheduled a meeting on Sept 21, 2020 to review guidelines. The Registrars noted that no major developments have been occurring in their jurisdictions over the summer.

Dr. Gillis and Dr. Gregoire have started Dental Practice Review site visits for 2020. The Provincial Dental Board is requesting dentists chosen in the audit provide the site-specific plans for their offices ahead of time for Dr. Gillis and Dr. Gregoire to review, and observe how the plans are being implemented at the time of the visit. Following completion if the DPR reviews an Advisory will be provided to registrants with general comments about practice visits.

The Executive Committee is dealing with questions from registrants and the public on a case by case basis. If there are any recurring questions, an FAQ would

be produced to deal with this question and posted to the Board's website.

**Agenda. 5      Department of Health and Wellness (DHW) Workforce Planning Project Results**

Dr. Gillis discussed the DHW workforce planning project results on dentistry and dental assisting with the Board members. The draft results were provided in the resource material for information purposes. Board staff has met with the DHW workforce planning team on a couple of occasions by videoconference and DHW is quite pleased with the project results. Dr. Gillis noted that there were some gaps in the data from last year's survey, which hopefully will be resolved with the upcoming survey being incorporated into the on-line license renewal in 2020-21. The concern about data gaps has been communicated with Guild to ensure all questions have responses.

**Agenda. 6      Update – FRPA Progress Report**

Dr. Gillis provided an update on the 2020 FRPA Progress Report and noted that there was one action item in the Progress Report that requires completion in September 2020. This recommendation must be implemented to ensure that the Provincial Dental Board is compliant with the Canada Free Trade Agreement (CFTA). Another update will be provided at the September Board meeting. It was also noted that there are four additional suggestions to be addressed by December 2022.

**Agenda. 7      Update – MCDE Committee**

Dr. Gillis provided an update on the MCDE Committee. The MCDE Committee met on August 17, 2020 and the main objective was to look at the MCDE guidelines with respect to attendance courses during the COVID-19 pandemic. Currently attendance courses are generally not occurring because of public health restrictions. There was a robust discussion followed by direction for Dr. Gillis to make the suggested changes to the Guidelines and return back to the MCDE Committee for review. Once the Committee approves the changes to the guideline the recommendations will be brought to the Board in September for review and approval.

**Agenda. 8      Board Committee Reports**

**a) Finance and Audit Committee**

**i) Budget 2021**

Dr. Logue reviewed the budget for 2021 with the Board members and noted that the budget has a deficit of approximately \$77,000. This amount does not factor in any investment gains/losses for 2020. The budget also includes a significant legal cost associated with the legislative amendments and a \$10,000 residual COVID-19 cost should additional activity occur in 2021.

To offset expenses caused by COVID-19 in 2020, \$300,000 was withdrawn from the Board's investments (restricted fund) and deposited into the Board's operational funds. To date, the COVID-19 expenses are approximately \$364,000. There are sufficient funds in Board's operational accounts, so no additional investment withdrawals are needed to cover further costs in 2020. However, there might be a need to do so in 2021 depending on any unforeseen expenses with the legislative amendments process.

It was moved and seconded – Dr. Russell MacSween and Mr. David Melvin

**Motion 2020 - 58**

"To approve the 2021 budget as presented."

**Motion Carried**

**ii) Board Fees 2021**

The proposed license fees for 2021 will remain unchanged.

The licensing fees are:

- Dentist - \$1145.00
- Dental Assistants - \$235.00
- Students - \$66.00
- Temporary Authorizations - \$66.00
- Corporations - \$176.00

It was moved and seconded – Dr. Shelly Anderson and Dr. Chris Baker

**Motion 2020 - 59**

"To approve the Board fees for 2021 as presented."

**Motion Carried**

**iii) Update – Third-party Payment Processing**

Ms. Donovan provided an update on the third-party payment processing and confirmed that the Dental Board has made the switch from Chase Paymentech to Moneris. The service was implemented on July 27, 2020 and the Board is now processing all payments through Moneris. Ms. Donovan noted that the E-commerce has been set up for the new database which will allow registrants to pay their fees online securely.

**Agenda. 9**

**Nominating Committee: NDEB Representative**

Dr. Doug Mackay's position as the Provincial Dental Board's NDEB representative is ending in 2020 following the NDEB Annual Meeting in October.

The Board will send an Advisory to registrants (dentists) informing them of the upcoming position and a request for expressions of interest. Following the deadline to receive these expressions of interest, the Nominating Committee will review the list of candidates and will either recommend a candidate to the Board for the position or recommend that an election be held to determine which candidate will fill the position.

The Nominating Committee will review the individuals according to the criteria set out in the Policy on Appointments to Outside Organizations and recommend an individual or that an election be held.

It was moved and seconded – Mr. Greg Fevens and Dr. Sunita Sharma

**Motion 2020 – 60**

"To accept the process for Board elections."

**Motion Carried**

**Agenda. 10     Update – Legislative Amendments**

Dr. Gillis and Mr. Cooke provided an update to the Board members with respect to the legislative amendments. Since the last legislative amendments update on February 28, 2020 two meetings have been held with government (July 7, 2020 and August 20, 2020) where Dr. Gillis and Mr. Cooke provided the DHW legislation team with the Board's presentation on the five concepts proposed for legislative amendments.

The next step in moving the process forward is to engage in communication with stakeholders, which will pose challenges during the pandemic. The DHW legislation team needs to understand the process that the Board is going to undertake for stakeholder feedback and a proposed timeline. Dr. Gillis and Mr. Cooke discussed this matter with Mr. Don Moors, TSA regarding what this process may be during the pandemic. As Mr. Moors worked extensively with the Board with legislative amendments in 2015 and currently during the pandemic, Dr. Gillis and Mr. Cooke felt that engaging the services of TSA would be appropriate and asked the Board if they are supportive of this approach.

It was moved and seconded – Dr. Chris Baker and Dr. Kevin Walsh

**Motion 2020 - 61**

To engage TSA for their communication strategy for legislative amendments

"To engage Mr. Don Moors, TSA to provide the Board with communications planning during the legislative amendments."

**Motion Carried**

**Agenda. 11     In Camera**

**Agenda. 12     Adjournment**

There being no further business, the meeting adjourned at 8:23pm.

It was moved and seconded – Dr. Chris Baker and Mr. David Melvin

**Motion 2020 - 62**


“To adjourn the meeting.”

**Motion Carried**

Approved,



Dr. Daniel Albert, Chair



Date