

Provincial Dental Board of Nova Scotia

Board Meeting 2020-09

Zoom - Teleconference: June 29, 2020 - 7:00 pm

A meeting of the Provincial Dental Board of Nova Scotia was held on June 29, 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
Ms. Donna Rushton
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)
Ms. Brenda Fair, Consultant, Fairwinds Training and Development – joined the meeting for agenda item 4.

Agenda. 1 **Call to Order**

At 7:01 pm 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. David Dignan and Mr. David Melvin

Motion 2020 - 52

"To approve the agenda as presented."

Motion Carried

Agenda. 4 Strategic Plan

Ms. Brenda Fair, Consultant, Fairwinds Training and Development met with the Board members to review the draft 2020 – 2022 strategic plan to discuss if there were any changes or additions required to the document since the meeting on February 28, 2020. As the COVID-19 pandemic occurred after the strategic plan was developed, today's meeting was also to discuss how the COVID-19 pandemic would affect the Provincial Dental Board's plan moving forward.

There were a few modifications made to the strategic plan which Ms. Fair will revise and provide to the Board for review. Once the document has been reviewed, Dr. Gillis, the Executive Committee and Ms. Fair will reconvene to review the operational plan. The Strategic Plan will be presented at the September Board meeting for approval.

Agenda. 5 Registrar's Report

a) NDEB Examination Update

The Board received an email on June 19, 2020 from NDEB providing an update on the examinations during COVID-19. The May 2020 examinations that were cancelled due to the pandemic have now been rescheduled. The NDEB has confirmed

arrangements with Prometric and Faculties of Dentistry across the country for a written examination and OSCE on September 26 & 27, 2020 and an Assessment of Clinical Judgement (ACJ) on September 29 & 30, 2020.

The NDSE, originally scheduled for June, has been rescheduled to September 23 & 24, 2020. There will be locations across Canada and in select US cities to facilitate access to the NDSE.

The Assessment of Fundamental Knowledge (AFK) scheduled for August 2020 has been rescheduled to December 16, 2020. In December, the AFK will be administered electronically at Prometric test centers across the country.

b) CDHNS “Four-handed Dentistry”

Letter of response to the College of Dental Hygienist of Nova Scotia (CDHNS) was featured in the resources for information purposes.

c) Research Report – Dr. Paul Allison

Due to COVID-19, a survey was conducted in April 2020 of dentists in Nova Scotia regarding emergency dental care of their patients during this early phase of the pandemic. The purpose of this qualitative study was to get feedback from dentists to understand the challenges they faced during this time. This evidence will help guide future protocols should a second wave of COVID-19 occur in Nova Scotia.

On May 25, 2020, Dr. Paul Allison provided a draft research report of the overall survey results to the Dental Board. The research report is for internal use only.

Agenda. 6 Board Committee Reports

a) Finance and Audit Committee

i) Expense Claim Policy Review

Dr. Logue reviewed the expense claim policy with the Board members. There was discussion and it was agreed to add an addendum to the proposed May 2020 expense policy to include:

- Chair - ¼ day \$225.00
- Members - ¼ day \$175.00

It was moved and seconded – Dr. Kevin Walsh and Ms. Marina Crawford

Motion 2020 - 53

“To add a ¼ day to the expense claim policy.”

Motion Carried

ii) Third-party Payment Processing

Ms. Donovan spoke to the Board members with regards to third-party payment processing. The Dental Board currently deals with Chase Paymentech for payment processing but have been experiencing ongoing issues with the company. As the Provincial Dental Board is soon moving towards a new database and an online platform it is being proposed that the Board transfer to Moneris for Ecommerce and the day-to-day processing of credit cards. There was Board discussion and it was agreed to move forward with Moneris for this service.

It was moved and seconded – Mr. David Melvin and Dr. Terrie Logue

Motion 2020 - 54

“To suggest that the Provincial Dental Board move from Chase to Moneris for third-party payment processing.”

Motion Carried

b) Human Resources – Governance

i) Appointment – Registration Appeals Committee

There is one Board appointment to the Registration Appeals Committee as Dr. David Moore has retired. The committee member accepted for appointment is Dr. Clare Champoux. She has been contacted and has accepted.

It was moved and seconded – Mr. Greg Fevens and Dr. Russell MacSween

Motion 2020 – 55

"To approve the appointment of Dr. Clare Champoux to the Registration Appeals Committee."

Motion Carried

Agenda. 7

In Camera

There was no in camera for this meeting.

Agenda. 8

Adjournment

There being no further business, the meeting adjourned at 8:30pm.

It was moved and seconded – Dr. Kevin Walsh and Ms. Donna Rushton

Motion 2020 – 56

"To adjourn the meeting."

Motion Carried

Approved,



Dr. Daniel Albert, Chair



Date