

**Provincial Dental Board of Nova Scotia
Board Meeting 2023-2 Minutes
Via Zoom Videoconference
Thursday, April 27th, 2023 at 8pm**

A meeting of the Provincial Dental Board of Nova Scotia was held on April 27, 2023 via Zoom videoconference.

In Attendance: Dr. Russell MacSween (Chair)
Dr. Sunita Sharma (Vice Chair)
Dr. Terrie Logue
Dr. Philip Minter
Ms. Marina Crawford
Ms. Sherry Whyte
Mr. Greg Fevens
Mr. David Melvin
Dr. Doug Mackey (Registrar)
Dr. Curtis Gregoire (Deputy Registrar)
Ms. Jane Donovan (Executive Assistant)

Agenda 1. Call to Order

At 8pm the Chair called the meeting to order and welcomed everyone to the meeting. A land acknowledgement was proclaimed and general instructions regarding the proceedings were provided.

Agenda 2. Conflict of Interest Declaration

The Chair asked the Board members if they had or were aware of any other Board members who had a conflict of interest with today's agenda. No conflicts of interest were identified.

Agenda 3. Migration from Moneris to Elavon for Payment Processing

For the benefit of the newer Board members, Dr. Mackey gave an overview of the importance of database management for health regulators. He briefly described how the PDBNS had made the decision to move from its current database management system to Alinity (by Softworks).

Dr. Mackey explained that once we are "live" on the Alinity platform, we will be required to switch from Moneris to Elavon (through Cardis) for payment processing. Elavon is able to have "direct integration" with Alinity which allows transactions to be processed within the Alinity platform, facilitating transactions and their reporting to our accounting software. (With Moneris, the user would be directed away from the Alinity for transactions.) As well, the processing fee with Elavon is 35 basis points above the "interchange +" rate compared to 76 basis points with Moneris (so, approximately a 0.5% reduction). This is expected to translate into a yearly savings of \$3500-4000 based on the PDBNS' average yearly transactions.

Jane Donovan and Dr. Mackey had met with representatives from the Nova Scotia College of Nurses which has recently gone "live" on the Alinity platform. They spoke very highly of their experience with both Alinity and Cardis.

It was moved and seconded – Mr. G. Fevens / Mr. D. Melvin

Motion 2023-19

“That the PDBNS migrate from Moneris to Elavon for the processing of credit card payments, coinciding with the launch of the Alinity database management platform.”

Motion Carried

Agenda 4. Transfer of \$100,000 from Unrestricted Net Asset to Internally Restricted Net Assets

Dr. Mackey reviewed the PDBNS Policy on Restricted Net Assets which states that the PDBNS should acquire and maintain a level of restricted net assets to a minimum of one year’s operating expenses, which is approximately \$1,000,000. Currently there is an amount of \$128,530 in the Restricted Net Assets and \$927,663 in the Unrestricted Net Assets. The auditors have requested that the Board approve an accounting adjustment to transfer funds from the Unrestricted to Restricted Net Assets.

It was moved and seconded – Dr. T. Logue / Ms. S. Whyte

Motion 2023-20

“That there be a transfer of \$100,000 from Unrestricted Net Assets to Internally Restricted Net Assets effective December 31, 2022.”

Motion Carried

Agenda 5. Adjournment

There being no further business, the meeting was adjourned at 8:35pm.

It was moved and seconded – Mr. D. Melvin / Dr. P. Minter

Motion 2023 – 21

“That the meeting be adjourned.”

Motion Carried

Approved,



Dr. Russell MacSween, Chair

May 26, 2023

Date