



**COLLEGE OF DENTURISTS OF ONTARIO**  
**80<sup>th</sup> MEETING OF THE COUNCIL**  
**Held at 365 Bloor Street East, Suite 1603, Toronto, ON M4W 3L4**  
**June 19, 2015 – 9:00 a.m. to 3:30 p.m.**

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**MINUTES**

**1. Welcome and Introductions**

The President welcomed back Council professional members Mr. Luc Tran (District 6), Mr. Michael Vout Jr. (District 7) and Mr. Keith Collins (District 8) all three were acclaimed to Council for a new three-year term.

The President introduced Geoff Clute from Hilborn (the College's auditor) who would review the draft audited financial statements and Leanne Worsfold, Director, Quality Programs of iComp Consulting who would provide a presentation on the Essential Competencies for Denturism Practice in Ontario, 2015 document.

The President also invited all Council members and members of the public gallery to introduce themselves.

**2. Call to Order**

The President called the meeting to order at 9:04 a.m. and welcomed everyone.

**Note Members Present**

Elected Members: Mordey Shuhendler, Vice President

Gregory Baker  
Kenneth Battell  
Peter Cassano  
Keith Collins  
Luc Tran  
Michael Vout Jr.\*

Public Members: Anita Kiriakou, President

Thomas Baulke\*  
Ivan McFarlane  
Barbara Smith  
Hanno Weinberger

Regrets: Arnella Csongradi and Patrick McCabe

Guests: Rebecca Durcan, Legal Counsel-Steinecke Maciura LeBlanc LLP  
Geoff Clute, Principal, Auditor-Hilborn LLP  
Leanne Worsfold, Director, Quality Programs, iComp Consulting

Staff: Abena Buahene, Registrar  
Mary Kennedy, Director of Regulatory Programs  
Fiona Harvey, Recorder

\*Attended via conference call

### 3. Election of Executive Committee 2015-2016

The President, A. Kiriakou thanked Council for their support during her time as President. Council recognized the wonderful contribution Ms. Kiriakou made as President and thanked her for her leadership.

The President asked the Registrar to conduct the elections of the Executive Committee as set out in By-law 6.02. The Registrar addressed Council and reported that a notice had been circulated to Council requesting that Council members who wished to sit on the Executive declare their intention in writing by June 17, 2015. Notices of intention had been received from H. Weinberger for the position of President, M. Vout Jr. for the position of Vice President, and M. Shuhendler for member at large.

The present composition of the Executive Committee consists of at least 5 members, 2 public members and 3 professional members (President, Past President, Vice President and 2 members at large) which is in line with what By-law 24.01 stipulates. The Executive Committee does not have a cap on the number of people who can be elected to it, however, the recommendation is to keep it at 5 people.

The Registrar advised Council that nominations to sit on the Executive Committee can be accepted from the floor and members can participate in the election by phone as stated in the College By-laws.

- M. Shuhendler requested that his nomination be removed prior to the elections.
- M. Shuhendler nominated L. Tran for member at large. L. Tran accepted.
- K. Collins nominated P. Cassano. P. Cassano declined.
- P. Cassano nominated G. Baker for member at large. G. Baker accepted.

Motion to close the nominations. **Carried**

The following intentions, nominations and acclamations are recorded as follows:

- Hanno Weinberger – President – Acclaimed
- Michael Vout Jr. – Vice President – Acclaimed
- Greg Baker – Member at Large – Acclaimed
- Luc Tran – Member at Large - Acclaimed

In accordance with By-law 24.01, A. Kiriakou as Past President will stay on the Executive Committee for one year.

Mr. Weinberger mentioned his appreciation for his new role as President and looks forward to working with the Past President, the College and Council.

### 4. Approval of Agenda

Council reviewed the agenda and no amendments were required.

**MOTION:** It was moved by K. Collins and seconded by A. Kiriakou  
**THAT:** The agenda of the 80<sup>th</sup> Council Meeting be approved as circulated  
**CARRIED:** unanimously

## 5. Declaration of Conflict

No conflict of interest was declared.

## 6. Review and Approval of Minutes

### 5.1 79<sup>th</sup> Council Meeting Minutes – March 6, 2015

Council discussed the minutes of March 6, 2015 and no amendments were required.

**MOTION:** It was moved by K.Collins and seconded by K.Battell

**THAT:** the minutes of the 79<sup>th</sup> Council Meeting held on March 6, 2015 be approved as circulated

**CARRIED:** unanimously

## 7. Items for Discussion and Decision

### 7.1 2014-15 Draft Audited Financial Statements - Geoff Clute, Principal for Hilborn

Mr. Geoff Clute presented the draft audited financial statements for 2014-2015 to Council. Mr. Clute indicated that the financial stewardship of the College's affairs is being well managed due to the College's strong management team and that this was the best year yet with respect to conducting the audit. Mr. Clute went through the report in detail and answered questions asked by Council. Mr. Clute discussed and noted the following:

- The College is financially sound and resources are being managed prudently.
- Net assets in the amount of \$360,000 have been internally restricted to provide financial stability and enable the College to withstand negative unexpected financial events.
- Accounts payable and accrued liabilities were reviewed and it was noted that expenses for complaints and discipline almost doubled since last year. The College has additional cases coming up which will be dealt with this year.
- The College has 3 GIC investments that mature in 2016 and the Executive Committee will decide on how to reinvest.
- The Qualifying Examination (QE) expenses are up this year as the College is continuing to develop the item bank.

The Registrar noted the College has some unauthorized practice investigations coming up and funds have been put aside in the current budget to deal with these matters.

**MOTION:** It was moved by G. Baker and seconded by B. Smith

**THAT:** The Draft Audited Financial Statements be accepted as presented by the auditor

**CARRIED:** unanimously

## 7.2 Investment Funds

### 7.2.1 Investment Policy

The Registrar informed Council the College has 3 GIC investments which all mature in 2016 in addition to having funds in the College's operating business account which are not immediately required. She recommended that some of this money be invested. The College currently does not have an investment policy as stipulated under By-law 4.09.

The draft policy, put before Council by the Executive Committee, is in line with best practices for a conservative approach to investing the College's funds.

**MOTION:** It was moved by K.Collins and seconded by A.Kiriakou

**THAT:** Council adopt the draft Investment Policy as circulated

**CARRIED:** unanimously

## 7.3 Essential Competencies for Denturism Practice in Ontario

The Registrar introduced Ms. Leanne Worsford, as the consultant from icomp Consulting who has been working with the Professional Practices Committee, the denturists' focus groups and Ms. Kennedy over the past several months to create an essential competencies profile for practicing denturism in Ontario.

The National Competency Profile for Denturists, 2013 was used as the starting point and expanded upon to develop Ontario denturism practice specific competencies with accompanying performance indicators and practice illustrations. The document entitled Essential Competencies for Denturism Practice in Ontario, 2015 will serve as the overarching and foundational standard for the profession and will be an important step in the overhaul of the College's standards of practice, guidelines and other documents.

Ms. Worsford provided Council with a comprehensive presentation on how the competencies were developed and validated, provided a description of each component, reviewed the draft report in detail and went over the legal review and modifications. Council provided feedback and suggested some grammar amendments and technical wording modifications, the latter of which did not impact on the substantive content of the validated document.

It was noted that the competencies have about a 5 year shelf life and, therefore, the College should conduct a review of the competencies every 5 years. The essential competencies document would be posted on the College website.

**MOTION:** It was moved by K. Battell and seconded by L. Tran

**THAT:** That Council adopt the Essential Competencies for Denturism Practice in Ontario, 2015 as amended.

**CARRIED:** unanimously

## 7.4 Nominating Committee's Proposed Slate for Statutory and Non-Statutory Committees and Statutory Committee Chairs for 2015-16

Mr. H. Weinberger presented the proposed slate for committees to Council.

Council asked the Registrar if someone is allowed to sit on the Registration Committee and the Quality Examination Committee (QEC) at the same time. The Registrar stated an individual

can only sit on one of these two committees. It was noted that A. Kiriakou was listed on both. The Committee agreed to remove A. Kiriakou from the QEC.

**MOTION:** It was moved by B. Smith and seconded by K. Collins

**THAT:** That Council approve the proposed slate of members for the statutory and non-statutory committees for 2015-16 as amended

**CARRIED:** unanimously

Approval of Proposed Chairs for Statutory Committees

**MOTION:** It was moved by K. Battell and seconded by G. Baker

**THAT:** That Council approve the proposed slate of chairs for the statutory committees for 2015-16 as put forth by the Nominating Committee

**CARRIED:** unanimously

## 8. Committee Reports

### 8.1 Executive

The following amendment was made to the report:

- 1<sup>st</sup> paragraph, 4<sup>th</sup> line down, change “injunction against prohibiting” to “injunction prohibiting”.

### 8.2 Inquiries, Complaints and Reports

The following amendments were made to the report:

- Under the heading “Number of meetings since the Last Council Meeting” change “2 Panel meetings” to “3 Panel meetings”
- Under the heading “Decisions finalized” remove the following “Cases previously disposed and reported to Council”
- Under the heading “On-going cases considered” change “13” to “14”
- Under the heading “On-going cases considered, b) Registrar’s Reports change “1” to “2”

Council suggested including some comments in the Annual Report or in future newsletters informing members in general about the kinds of issues ICRC deals with. This would be educational for members.

### 8.3 Registration

### 8.4 Quality Assurance

### 8.5 Qualifying Examination

### 8.6 Discipline, Fitness to Practice, Patient Relations and – Qualifying Examination Appeals *No Reports as the committees did not meet.*

Council received the Committee reports

**MOTION:** It was moved by G. Baker and seconded by I. McFarlane

**THAT:** Council received the Committee reports as presented

**CARRIED:** unanimously

## 9. Registrar's Report

Council received the Registrar's report

The Executive Committee recommended that the College embark on developing a strategic plan. Ms. Buahene advised Council that she would be researching suitable facilitators for the Executive's consideration, including costing options with the view of engaging one to assist with planning and facilitating a Council strategic planning session in the near future.

**MOTION:** It was moved by K.Collins and seconded by P.Cassano

**THAT:** Council receive the Registrar's report as presented.

**CARRIED:** unanimously

## 10. Items for Information and Other Business

### 10.1 CDO Response Letter to Nathan Hoffer, CAC Proposal – March 31, 2015

There was some discussion about the reference in the College's response to the CAC proposal regarding the use of the term "denture therapy". The Registrar informed Council this term is still in the current registration regulation which was being quoted in the response letter. Ms. Buahene advised Council that this wording had been removed in the new registration regulation.

### 10.2 Letter from DAO regarding reinstating Inactive Status dated April 30, 2015 and CDO's response dated – May 6, 2015

### 10.3 CDO response letter to DAO regarding Supervision of Students or Examination Candidates – May 22, 2015

Council received the items for information and other business

## 11. Next Council Meeting Date – September 25, 2015

## 12. Adjournment

There being no further business to discuss, the meeting was adjourned at 1:09 p.m.

**MOTION:** It was moved by K. Collins

**THAT:** The meeting be adjourned at 1:09 p.m.

**CARRIED.**