

College of Dental Hygienists of Manitoba
5th Annual General Meeting Minutes

October 20, 2012, University Of Manitoba
9:00 A.M.-12:00 P.M.

Attendees: Total: **242**
Registered Dental Hygienists Practising: **235**
Registered Dental Hygienists Non-Practising: **6**
Registered Dental Hygiene Students: **1**

Guests: Mr. Wilf Falk, Chief Statistician, Province of Manitoba

1. Call to Order: Patti Hawthorn

Patti Hawthorn, Chair of the College of Dental Hygienists of Manitoba (CDHM), called the meeting to order at 9:00 A.M.

2. Credentials Committee Report: Andrea Fruehm

Andrea reported the quorum has been met for the AGM to proceed.

3. Welcome, Greetings & Introductions:

Attendees were welcomed to the 5th Annual General Meeting of the College of Dental Hygienists of Manitoba. Greetings were given by Shauna McGregor, President, Manitoba Dental Hygienists Association and Stephanie Gordon, Registrar, College of Dental Hygienists of Manitoba. CDHM Council members, Donna Dowie, Assistant to the Registrar, and Parliamentarian, Vera Chernicki were introduced.

4. Approval of Standing Rules for the AGM:

The Standing Rules were circulated and presented to the registrants for approval.

Motion: Mickey Wener moved to accept the Standing Rules as presented.

Second: Terry Phillips

Motion Adopted.

5. Appointment of Scrutineers:

Janice Johnson and Kelly Tye Vallis were appointed by the Chair as Scrutineers for the AGM.

6. Approval of AGM Agenda:

Motion: Terry Phillips moved to approve the 2012 AGM Agenda as circulated.

Second: Tara Kinchen

Motion Adopted.

7. Approval of the 2011 AGM Minutes:

Correction to #10, Regulated Health Professions Act Working Group Report, "that Dental Assistants have their own legislation" should be corrected to read, "Dental Assistants are not self-regulated, but registered and regulated by The Dental Association (MDA) as part of the Dental Association Act".

The 2011 AGM Minutes were approved as corrected.

8. Annual Reports:

Council Chair's Report: Patti Hawthorn (Report filed.)

Registrar-Executive Directors Report: Stephanie Gordon (Report filed.)

Review of Financial Statements: Terry Phillips (Report filed.)

Questions from the floor were addressed regarding utilization of registration fees.

Appointment of the Auditor:

Motion: Terry Phillips moved to retain the accounting firm, Olafson & Jones, CGA, to do the complete audit for the College of Dental Hygienists of Manitoba for the year April 30, 2012 to May 1, 2013.

Second: Sheryl Sloshower

Motion Adopted.

Complaints Committee Report: Cindy Issak-Ploegman (Report filed.)

Board of Assessors Report: Tara Kinchen (Report filed.)

Continuing Competency Program Report: Sheryl Sloshower (Report filed.)

Questions/Comments were received from the floor in regard to the CCP Report.

Extended Practice Program Report: Mickey Wener (Report filed.)

Regulated Health Professions Act (RHPA) Working Group Report:

Mickey Wener/Betty Ann Zegarac (Report filed.)

9. Proposed By-Law Changes:

Terry Phillips presented the proposed by-law changes which would be addressed article by article.

Motion: Terry Phillips moved that Article 1.2 Definitions be amended as follows:

Definitions

1.2 (e) "officer" means the individuals elected by council to the positions of Chair and Vice-Chair;

(h) "director" means a member of the council, the governing body of CDHM;

Second: Tara Kinchen

Motion Adopted.

Motion: Terry Philips moved that Article 4.33 Minutes of Meetings be amended as follows:

Minutes of Meetings

4.33 The council must ensure that minutes are taken at each meeting of the College, provided to each council member and retained on file.

Second: Mickey Wener

Motion Adopted.

Motion: Terry Phillips moved that Article 5.5 Election of Members of the Council be added as follows:

Article V: Election of Members of the Council

5.5 Current employees of the college shall not be eligible to serve as directors on the council. Any past employee of the college shall not be eligible for council membership for at least three (3) years after employment has ended.

Second: Dorie Schmidt
Adopted.

Motion: Terry Phillips moved that Article VI; COUNCIL MEMBERS be amended as follows:

Article VI: Council Members

6.2 Elected members of the council will hold office for a term of three years. They are eligible for re-appointment by the membership to a second full consecutive term or a maximum of 6 consecutive years. Council members shall then stand down from the council for one year after which they may be eligible for re-election to the council.

6.3 The council will endeavor to ensure staggered terms for council members.

6.4 Each public representative will be appointed to council by the Minister for a three (3) year term, and may thereafter be reappointed for two (2) more full terms. Public representatives may serve a maximum of 9 consecutive years.

6.6 A council member may resign by sending his or her resignation in writing to the chair or other council officer and the resignation is effective when accepted by the council.

6.10 The council may remove any council member or officer by a special resolution of the Directors.

6.13 The council must select from among the council members at least 2 Officers: a chair and vice-chair of council. Public representatives are eligible for Officer Positions. Election of these two positions will be made at the first council meeting following the AGM. The council may determine other Officer positions at its discretion from time to time.

6.14 Officers of the council will hold office for a term of one year. They are eligible for re-appointment by the council to three consecutive one year terms. Officers shall then stand down from that office for one year after which they may be eligible for re-election to the position.

6.15 The Chair will be responsible to ensure the integrity of the council's governance and will preside at meetings of the council.

The Vice-Chair will be responsible for the integrity of the council's documents and planning processes, assisting the Chair to ensure the integrity of the council's governance and, when reasonable, will preside at meetings of the council in the event of the Chair's absence with full accountability of that office.

Second: Linda Thompson
Motion Adopted.

Motion: Terry Phillips moved that Article IX be amended with Article 9.2 as a new clause and the remaining will be renumbered as follows:

Article IX: Conflict of Interest

9.1 Members, council members, committee members and officers must ensure that they avoid any situation that may give rise to a conflict of interest or to an appearance of conflict of interest.

9.2 Council members shall not be employed in any capacity by the College (see Article 5.5)

Second: Tara Kinchen

Motion Adopted.

Motion: Terry Phillips moved that Article XI CODE OF ETHICS be amended as follows:

Article XI: Code of Ethics

11.1 All dental hygienists will abide by the most recent version of the CDHA's Code of Ethics which governs the conduct of all registrants.

Second: Salme Lavigne

Motion Adopted.

- Break 10:45 am -11:00 am
- 11:00 am: **Resume to Order** by Patti Hawthorn

10. Election of New Council Members: Salme Lavigne

- Recognition was given to those members leaving Council, Norma Bonnici and Nadine Cartman were thanked for their terms served on Council.
- Overview of Council responsibilities was given.

Nomination Committee Report: Salme Lavigne (Report filed.)

Two nominations were received for two vacant positions on Council for the 2012-2015 terms. Terry Phillips and Patti Hawthorn have agreed to let their names stand, both of which terms are expiring and are both eligible to serve an additional term on Council. No further nominations have been received. Terry Phillips and Patti Hawthorn are therefore elected to Council for the 2012-2015 terms by acclamation.

11. Guest Speaker Introduction:

BettyAnn Zegarac gave a brief biography Mr. Wilf Falk, Chief Statistician, Province of Manitoba.

Presentation: "It's Not the Past" Manitoba's Demographic Labor Market and Economic Future

12. Activity: "Connecting the Dots with the Data"

Presenters: Mickey Wener and BettyAnn Zegarac. (Presentation attached)

Patti Hawthorn thanked Mickey and BettyAnn for taking the time to prepare and facilitate this activity. It was unfortunate that the activity was cut short due to time constraints.

13. New Business/Question Period Continued:

Concerns were voiced in regard to the practice hour requirement for registration with the decrease in job opportunities and the reporting of scaling by Dental Assistants. Attendees were asked to fill out the AGM feedback form as well as the table discussion pieces from the group activity. Certificate of Attendance were available at the conclusion of the meeting.

14. Adjournment:

The 2012 CDHM AGM **was adjourned** at 12:18 pm.