

**College of Dental Hygienists of Manitoba**  
**2013 Annual General Meeting**  
**Minutes**

**October 19, 2013, Centro Caboto Centre**  
**Meeting: 9:30 a.m. to 11:30 a.m.**  
**Celebration Luncheon: 11:45 a.m. to 1:00 p.m.**

**Attendees:** Total Registered: **273**  
Registered Dental Hygienists Practising: **269**  
Non-Practising: **4**  
Registered Dental Hygiene Students: **3**

**Guests:** Mark Jones of Olafson & Jones, Certified General Accountants  
Nita Orbeta, Public Representative Inquiry Committee  
Greg Giesbrecht, Public Representative  
Kellie Hildebrandt, Registrar/Executive Director at SDHA

- 1. Call to Order: Patti Hawthorn**  
Patti Hawthorn, Chair of the College of Dental Hygienists of Manitoba (CDHM), called the meeting to order at 9:30 a.m.
- 2. Credentials Committee Report:**  
Kelly Tye Vallis reported that quorum had been met for the AGM to proceed.
- 3. Welcome, Greetings & Introductions:**  
CDHM Council Chair, Patti Hawthorn, welcomed attendees to the 6<sup>th</sup> Annual General Meeting of the College of Dental Hygienists of Manitoba and introduced current Council members including newly appointed member Karina Hiebert and newly appointed public member, Ken Chapman. Patti also introduced Donna Dowie, Assistant to the Registrar, and Parliamentarian, Mel Nott. Greetings were given by Larissa Bubnowicz, President of the Manitoba Dental Hygienists Association (MDHA).
- 4. Approval of Standing Rules for the AGM:**  
Patti Hawthorn presented the Standing Rules as circulated to the registrants for approval.  
  
**Motion:** Mickey Wener moved to accept the Standing Rules as presented.  
**Seconded:** Diane Girardin  
  
**Motion Adopted.**  
  
**Appointment of Scrutineers:**  
Kelly Tye Vallis, Tess Newton, and Tracy Walther were appointed by the Chair as Scrutineers for the AGM.
- 5. Approval of AGM Agenda:**  
**Motion:** Cheryl Butler moved to approve the 2013 AGM Agenda as circulated.  
**Seconded:** Harriet Rosenbaum  
  
**Motion Adopted.**

**6. Approval of the 2012 AGM Minutes:**

**Motion:** Colleen Henzel moved the 2012 CDHM AGM Minutes be accepted as circulated.

**Seconded:** Natasha Kravtsov

**Motion Adopted.**

**7. Nominations:**

a) Recognition of Members leaving Council - Patti Hawthorn thanked those leaving CDHM Council: Salme Lavigne, Tess Newton, and Karren Sigurdson.

b) Overview of Council Member Responsibilities - Janice Johnson reviewed CDHM's council responsibilities and invited registrants to become involved with the activities of the college.

c) Candidate introduction – Karren Sigurdson presented brief biographies of candidates Terri Archibald and Janice Johnson.

d) A review of voting protocol for elections of council members was conducted and ballots were distributed and collected by scrutineers for tally.

**8. Annual Reports:**

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

• **Review of Financial Statements:**

Mark Jones from Olafson & Jones CGA was called upon to present the 5 year financial audit. As part of his presentation, Mr. Jones described the financial audit and how the audit is reviewed. The Financials, Cash Flow and Operations Statement were explained in detail.

Questions from the floor were addressed regarding interest generated from the reserve fund and the purpose of surplus funds required by the college; Answer: for fiscal and operational responsibility.

• **Appointment of the Auditor:**

**Motion:** Terry Phillips moved that the management firm, Olafson & Jones CGA, perform the financial review for the College of Dental Hygienists of Manitoba for the year ending May 30, 2014.

**Seconded:** Signe Jewett

**Motion Adopted.**

- **Regulated Health Professions Act (RHPA) Working Group:** BettyAnn Zegarac (Report filed)

**(b) Registrar Executive Director's Report:** Stephanie Gordon (Report filed)

- **Extended Practice Program Report:** Mickey Wener (Report filed.)
- **Complaints Committee Report:** Cindy Isaak-Ploegman and Stephanie Gordon (Report filed.)

**9. Other Business:**

No other business or questions were brought forward.

**10. Ballot Results:**

Janice Johnson and Terri Archibald were voted to the CDHM Council for a three (3) year term (2013 – 2016).

**11. 5 Year Self-Regulation Anniversary Celebration Video:**

Mickey Emmons Wener was called upon to introduce the video. The video was well received by all registrants, council and guests. Thanks were given to Mickey for the work put into this endeavor and to its producer Stephanie Cutrona of Little Bird Productions.

**12. The 2013 CDHM AGM was adjourned at 11:30 a.m.:**

Attendees were asked to fill out the AGM feedback form and to remember to take the participation certificate for the PAR requirement. A networking opportunity with a Celebration Luncheon continued from 11:45 am-1pm.