

**COLLEGE OF DENTAL HYGIENISTS OF MANITOBA
8TH ANNUAL GENERAL MEETING MINUTES**

**October 24, 2015, Centro Caboto Centre
10:00 A.M. - 12:30 P.M.**

Attendees: Total: **278 (793 member total registered)**
Registered Dental Hygienists Practising: 274
Registered Dental Hygienists Non-Practising: 4
Registered Dental Hygiene Students: 7

Guests: Tanis Olafson of Olafson & Jones, Certified General Accountants
Mel Nott, Professional Registered Parliamentarian
Jeff Burns, Alinity Inc.

1. Call to Order at 10:02 am:

Terry Phillips, Chair of the College of Dental Hygienists of Manitoba (CDHM), called the meeting to order at 10:02 A.M.

2. Welcome, Greetings & Introductions:

Terry Phillips welcomed attendees to the 8th Annual General Meeting of the CDHM:

- Reviewed the agenda
- Quorum confirmed

Introductions of current Council members: Stephanie Gordon - Registrar; Sheryl Slosower - Deputy Registrar; Donna Dowie - Assistant to the Registrar; Current Council Members; Public Reps - Kelly Tye Vallis, Betty Ann Zegarac, Ken Chapman, Jan Malanowich; Member of Parliament, Mel Nott; Jeff Burns of Alinity Inc.; Tanis Olafson of Olafson & Jones - Accountant; & Emily Walker - Public roster.

Greetings were given by Larissa Bubnowicz, President of the Manitoba Dental Hygienists Association (MDHA).

3. Meeting Protocol and Vote on Rules of Order:

The Standing Rules had been distributed throughout the room prior to the meeting. Rules were posted on screen, read & reviewed by Council Chair to all attendants.

Motion: Sheryl Slosower moved to accept the Standing Rules as presented.

Second: Mickey Wener

Motion Adopted.

4. Approval of 2015 AGM Agenda:

Motion: Patti Hawthorn moved to approve the 2015 AGM Agenda as presented.

Second: Karina Hiebert

Motion Adopted.

5. Approval of the 2014 AGM Minutes:

2014 Minutes were circulated prior to the meeting.

There was a correction to the spelling of a registrant's name.

This has been corrected in the CDHM record of the 2014 minutes.

Motion: Janice Johnson moved to approve the 2014 AGM Minutes as amended.

Second: Kelly Tye Vallis

Motion Adopted.

6. Annual Reports:

a) **Report of the Chair:** Terry Phillips (Report filed.)

b) **Report of the Registrar/Executive Director:** Stephanie Gordon (Report filed.)

c) **Review of the Financial Statements:**

Tanis Olafson, CGA from Olafson & Jones was called upon to present the financial review for 2014. As part of her presentation, Ms. Olafson described the financial review. The Financials, Cash Flow and Operations Statement were explained in detail. Financial statements are the responsibility of council. Tanis provided a page by page explanation of the annual financial review.

Questions from the floor were directed to the report:

Question regarding the payment of professional development for council members by registrant fees.

Answer: council members are learning about governance issues; topics relevant to Council's professional development are paid for by the organization.

Question asked why the college doesn't pay for the registrant's professional development.

Answer: Tanis spoke about the difference between council education and personal education.

Question regarding salaries and benefits.

Answer: Tanis clarified that this referred to CPP and EI. This is an accounting term, but not a true "benefit".

Question regarding the reason for membership and fee increases when net assets have increased.

Answer: Addressed the issue of being fiscally responsible.

Question asked for clarification regarding professional development and Council's use of paid professional development for their CCP.

Answer: At present council does not use towards their personal CCP.

Question asked if salaries will continue to increase with the cost of the new computer system.

Answer: Council Chair expressed that we won't need to hire extra people for the registration process.

Further questions regarding cost of computer and current budget.

Answer: Tanis Olafson explained that computers are a tangible capital asset that will last longer than a year; therefore, it is expensed over a few years so it will not directly affect the statement for next year.

Question directed to Tanis Olafson regarding transparency of information.

Answer: the same amount of information as in previous audits, however the details belong to the organization and are the property of CDHM. This is the reason why an independent firm is used for an audit - to be accountable and responsible and acting on the member's behalf.

d) Appointment of the Auditor

Motion: Alayna Gelley, Vice Chair moved to retain the management review firm of Olafson & Jones, Certified General Accountants, to perform the financial review for CDHM for the May 1, 2015 to Apr 20, 2016 fiscal year.

Seconded: Natasha Kravtsov

Motion Adopted.

e) Regulated Health Professions Act Working Group: Betty Ann Zegarac (*Verbal Report only*)

- Report for May 2014 – April 2015.
- Restructured committees this year; this is now a committee of Council and not a working group of Council. Sub-committee members come from registrants.
- These are the Committees of the RHPA;
 - Ethics Committee – chaired by Betty Ann Zegarac to develop own ethics document.
 - Regulated Acts Committee – chaired by Mickey Wener to develop the procedures and protocols for practicing dental hygienists.
- Everything that is completed in committees must be taken to Council for approval, approval in principle, or denied. This is shared with other 23 regulatory bodies.
- RHPA committee attends the MAHRC – Manitoba Alliance of Health Regulatory Colleges. Brings forth issues from all the regulatory bodies. Have increased clout by meeting together for safety and ethical care.
- RHPA will be slowing down to find Chair in place of Mickey Wener (she is taking a leave of absence).
- There will be expenses when we are called forward to government.

7. Nomination Committee Report and Election of New Council Members:

Patti Hawthorn (*Report filed.*)

- 3 vacancies on Council.

a) Overview of Council Member Responsibilities

Patti Hawthorn provided information on Council Members' roles and responsibilities.

- Call for nominations concluded July 31, 2015 with no responses or interest expressed by registrants. A telephone search began which brought forth three candidates and questions about the positions on council and the commitment required. Patti presented a brief overview of Council positions, commitment, and financial compensation.
- Thank you to registrants who chose to have their names stand for the 2015-18 Council.

b) Candidate Presentations by Patti Hawthorn.

- Patti thanked & presented the 2015-2018 candidates: Raymond Wong, Kim Boyce, and Vanessa Pelagio were voted in by acclamation to the CDHM Council for a three year term (2015-2018).

8. The Computer Management System Presentation:

- Welcome to Alinity by Mr. Jeff Burns
- Terry Phillips first to registrant to complete online
- Questions were answered regarding online registration process.

9. Farewell by Terry Phillips as outgoing Chair of CDHM:

- Presented a review of the College, registrants and regulation.
- Acknowledged the contributions of previous Council Chairs, Mickey Wener and Patti Hawthorn.

10. Adjournment: The 2015 CDHM AGM was adjourned at 12:20 pm.