

**Provincial Dental Board of Nova Scotia
Board Meeting Minutes
Future Inns, Halifax Nova Scotia
Friday, September 27, 2024 at 8:30 am**

A meeting of the Provincial Dental Board of Nova Scotia was held on September 27, 2024 at 8:30 am at the Future Inns, Halifax NS.

In Attendance: Dr. Russell MacSween (Chair)
Dr. Sunita Sharma (Vice-Chair)
Dr. Tim Silver
Dr. Sachin Seth
Dr. Asile El-Darahali
Mr. David Melvin
Mr. Greg Fevens
Ms. Michelle Fowler
Ms. Sherry Whytewood
Dr. Doug Mackey (Registrar)
Dr. Curtis Gregoire (Deputy Registrar)
Ms. Jane Donovan (Executive Assistant)
Mrs. Kaitlynn Zegray (Administrative Assistant) Via Zoom
Mr. Chris Holland (IT Consultant)

Guests: Dr. Ben Davis, Dean of Dalhousie Faculty of Dentistry
Dr. Mary McNally, Chair of PDBNS Code of Ethics Committee

Agenda 1 Call to Order and Land Acknowledgement

At 8:30 am the Chair called the meeting to order, welcomed everyone, and proclaimed a land acknowledgement.

Agenda 1(a) Mandate of the PDBNS and Expectations for Board Members

The Chair verbally reviewed the Board's mandate of public protection and the expectations for Board members.

Agenda 2 Introductions

Introductions were made around the table and general instructions were given. Dr. Ben Davis and Dr. Mary McNally were introduced during the meeting as they appeared for their relevant agenda items.

Agenda 3 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 any of today's agenda items. None was identified.

Agenda 4 Approval of the Agenda

The Chair reviewed the agenda.

It was moved – Dr. Sachin Seth

Motion 2024-35

“That the agenda be approved as presented.”

Motion Carried

Agenda 5 Approval of the Draft May 31, 2024 Board Meeting Minutes

a. Errors and/or Omissions

The Chair asked if there were any errors or omissions in the minutes from the Draft Minutes of the May 31, 2024 meeting. None being identified, the Chair stated that the draft minutes of the May 31, 2024 meeting are approved as presented.

b. Business Arising

Business arising is incorporated into the agenda.

Agenda 6 Approval of the Draft July 18, 2024 Board Meeting Minutes

a. Errors and/or Omissions

The Chair asked if there were any errors or omissions in the minutes from the Draft Minutes of the July 18, 2024 meeting. None being identified, the Chair stated that the draft minutes of the July 18, 2024 meeting are approved as presented.

b. Business Arising

Business arising is incorporated into the agenda.

Agenda 7 **Review of Email Motions Passed Between Meetings**

- a. The following motion was circulated by email, voted on, and passed by the Board on June 3, 2024 (moved and seconded by Dr. Sunita Sharma and Dr. Scott Schofield).

MOTION 2024-30

“That Dr. Asile El-Darahali be appointed to the ad hoc Code of Ethics Committee.”

Agenda 8 **Dalhousie Faculty of Dentistry Dean's Report**

Dr. Ben Davis provided a verbal overview of the report that was included in the resources.

Agenda 9 **NSDA Report**

Mr. Steve Jennex provided a written report for the NSDA that has been incorporated into the agenda.

Agenda 10 **NSDAA Report**

Ms. Sherry Whytewood provided a verbal overview of the report from the NSDAA which has been included in the resources.

Agenda 11 **Licensing Report**

Ms. Jane Donovan provided a licensing report that has been incorporated into the resources.

Over the summer quite a few new registrants were licensed. There were 24 dentists and 41 dental assistants licensed since May 1st. There were several applications from dentists from other provinces this year.

We are currently in the process of preparing for dentists' license renewal in October.

Agenda 12 Registrars Report

Dr. Doug Mackey provided a report that was included in the resources. In his report, he outlined the activities of PDBNS statutory committees and various external organizations. There were motions coming out of two sections of the report.

Commission on Dental Accreditation of Canada (CDAC)

CDAC invited the PDBNS to appoint an observer to be part of the survey team for the June 2025 accreditation visit at the Cape Breton Business College.

It was moved and seconded - Mr. Greg Fevens and Dr. Sachin Seth

MOTION 2024-36

“That Ms. Michelle Fowler be appointed as PDBNS representative on the CDAC Accreditation Survey team as part of the June 2025 accreditation survey for the Dental Assisting program at the Cape Breton Business College.”

Motion Carried

EDIRA Initiative

Dr. Mackey outlined a joint initiative being undertaken by several Nova Scotia health regulators to work with a consultant to assess their current practices and help develop and enhance policies throughout their organizations which reflect values pertaining to equity, diversity, inclusion, reconciliation, and accessibility (EDIRA). The regulators have engaged with Angela Simmonds of A Team Coaching, a company which works with organizations on developing cultural competency.

MOTION 2024 - 37

It was moved and seconded - Dr. Sachin Seth and Dr. Asile El-Darahali

“That funding of \$7840.92 be approved for the PDBNS to engage with A Team Consulting to ensure that the regulator’s updated policies and procedures align with the values of equity, diversity, inclusion, reconciliation, and accessibility (EDIRA).”

Motion Carried

Name of the New Regulator and Branding

Dr. Mackey outlined that the PDBNS has been told that when it is migrated to the RHPA, the name of the new Regulator will be the Nova Scotia Regulator of Dentistry and Dental Assisting (NSRDDA).

A graphic designer, Debbie Brady, was engaged to develop branding and a logo post-migration over the course of the summer and worked through several iterations, the final of which was presented to the Board.

MOTION 2024-38

It was moved and seconded - Mr. Greg Fevens and Ms. Sherry Whyte

“That the branding for the Nova Scotia Regulator of Dentistry and Dental Assisting (NSRDDA) be approved as amended.”

Motion Carried

Agenda 13

Chair’s Report

Dr. Russell MacSween provided a verbal overview of the written report that was included in the resources.

Dr. MacSween presented the report of the Nominating Committee, specifically with respect the Committee’s recommendations for the positions of Chair and Vice-Chair commencing in January 2025.

Motion 2024-39

It was moved and seconded - Dr. Russell MacSween and Dr. Asile El-Darahali

“That Dr. Sunita Sharma be appointed Chair for a two-year term commencing on January 1, 2025.”

Motion Carried

Motion 2024-40

It was moved and seconded - Dr. Russell MacSween and Dr. Asile El-Darahali

“That Dr. Sachin Seth be appointed Vice-Chair for a two-year term commencing on January 1, 2025.”

Motion Carried

Agenda 14 Board Committee Reports

a.) Human Resources and Governance Committee

Dr. Sunita Sharma provided a report on the Board Committees that was included in the resources.

b.) Finance and Audit Committee

Motion 2024-41

It was moved and seconded- Mr. Greg Fevens and Dr. Sachin Seth

“That the meeting be moved *in camera*.”

Motion Carried

Motion 2024-42

It was moved and seconded - Dr. Tim Silver and Dr. Asile El- Darahali

“That the fee for a Certificate of Standing be increased to \$150 effective October 1, 2024.”

Motion Carried

Motion 2024-43

It was moved and seconded - Dr. Tim Silver and Mr. Greg Fevens

“That the 2025 budget be approved as presented reflecting a 5% fee increase.”

Motion Carried

Motion 2024-44

It was moved and seconded - Dr. Tim Silver and Dr. Sachin Seth

“That the Travel Insurance policy at a cost of \$1150 for the period of October 5, 2024 to October 5, 2025 be approved.”

Motion Carried

Motion 2024-45

It was moved and seconded - Dr. Asile El-Darahali and Dr. Sachin Seth

“That the *in-camera* session be ended.”

Motion Carried

c.) Standards and Guidelines Committee

i. Dr. Mary McNally, Chair of the PDBNS Code of Ethics Committee, provided a draft NSRDDA Code of Ethics for possible circulation to stakeholders. There was minor feedback from those present.

Motion 2024-46

It was moved and seconded - Dr. Sachin Seth and Dr. Tim Silver

“That the *Draft NSRDDA Code of Ethics* be approved for circulation to stakeholders for a 30-day period for comment.”

Motion Carried

ii. Dr. Mackey presented a draft NSRDDA Standard of Practice for Advertising in Dentistry which was included in the resources.

Motion 2024-47

It was moved and seconded - Dr. Sachin Seth and Mr. Greg Fevens

“That the *Draft NSRDDA Standard of Practice for Advertising in Dentistry* be approved for circulation to stakeholders for a 30-day period for comment.”

Motion Carried

iii. Dr. Mackey outlined that an NSRDDA Mandatory Continuing Dental Education Document is in development and will be presented at a future meeting.

iv. Dr. Mackey outlined the Network’s process for the development of minimum mandatory requirements for a Standard of Practice Regarding Sexual Misconduct and Sexual Abuse. Once these are finalized, they will form the framework for the PDBNS Standard.

Agenda 15 Old Business

a. Dr. Mackey reviewed previous communications with the College of Dental Hygienists of Nova Scotia (CDHNS) about caries diagnosis by dental hygienists. The Board had previously taken the position that caries diagnosis should not be in the scope of practice for dental hygienists based on their training and the risk to the public in the event of misdiagnoses (i.e., a false negative diagnosis). The PDBNS did not receive a response to its communications to the CDHNS about this. The Registrar was directed to reignite this conversation with the CDHNS.

b. Dr. Mackey raised the issue of Dental Anesthesia which is beginning to be recognized as a dental specialty in other provinces. Dr. Mackey shared that some provinces are waiting until the specialty certification exam for Dental Anesthesia has been developed by the Royal College of Dentists of Canada (RCDC) before revisiting this.

Agenda 16 New Business

a. There was discussion about the potential development of a Recordkeeping course to be developed by Dalhousie's Faculty of Dentistry. There was further discussion as to whether the PDBNS would make this voluntary, require it in specific circumstances, require all dentists to take this course once, or make it mandatory once per MCDE cycle.

Agenda 17 Correspondence (FYI)

Dr. Mackey shared correspondence between the NSDA responding to the NSDA's concerns about the intersection of the regulator's role and the Canadian Dental Care Plan (CDCP).

Agenda 18 Upcoming Meeting Dates:

- November 30, 2024 with reception on the Friday evening prior (Halifax Tower Hotel)
- January 31, 2025 (Future Inns)
- May 30, 2025 (Future Inns)
- September 27, 2024 (Future Inns)

Motion 2024-48

It was moved and seconded - Mr. Greg Fevens and Dr. Sachin Seth

"That the meeting be moved *in camera*."

Motion Carried

Motion 2024-49

It was moved - Ms. Sherry Whytewood

"That the meeting be adjourned."

Approved,

A handwritten signature in black ink, appearing to read "Russell MacSween". The signature is written in a cursive, flowing style.

Dr. Russell MacSween, Chair

November 30, 2024