

1. Registrar Welcome and Announcements

Stacy Bryan, College of Dental Hygienists of Nova Scotia (CDHNS) Registrar, welcomed everyone to this year's AGM. She began by acknowledging that the location she was participating from was on the unceded Mi'kmaw territory. She also acknowledged that we work, live, and benefit from this land. We continue to do our part in educating ourselves and our community in an effort to repair our relationship with the Mi'kmaw community. She also acknowledged the existence of people of African descent in Nova Scotia for over 400 years, stating that we honour and offer gratitude to the ancestors who came before us to this land and the commitment to not let our history be lost. Since the AGM was held by the CDHNS virtually, once again, the processes and protocols were outlined.

2. Chair's Address and Welcome

Hilary Boudreau, CDHNS Council Chair, personally welcomed all in attendance and thanked everyone for attending this virtual AGM.

This fiscal year spanned two Chair's terms. Shannon O'Neill, CDHNS Chair, served as Chair until June 30, 2020. Shannon was thanked for her commitment and dedication to the dental hygiene profession and the CDHNS Council. Hilary also acknowledged Stacy Bryan, CDHNS Registrar, for her strong ability to create oral health partnerships. She spoke on COVID-19 and commended all CDHNS registrants for complying with the Return-to-Work-Guidelines, which were created by the NS Oral Health Regulators, and approved by the CMOH, Dr. Robert Strang. Hilary then provided a summary of the activities that have occurred over this past year. All of which are outlined in the CDHNS Annual Report 2019/2020.

Regulation Revisions Update: Hilary provided an update on the proposed amendments to the CDHNS Regulations, submitted to Government on Feb 2, 2020. Recently, the CDHNS has heard from the Department of Health and Wellness that they are looking to move the suggested revisions forward in two separate phases, with the simpler and time sensitive amendments happening in Phase 1, and other revisions, including some of the scope of practice areas, and contra-indications, being reserved for Phase 2.

The 11 areas to be included in Phase 1, were outlined for CDHNS registrants. The two principal areas that are in Phase 2, are the requested revisions to agents and drugs authorized to be ordered, prescribed, and administered, including the addition of antibiotics, and changes to local anaesthetic administration; and the revisions to the contra-indications section of the regulations where we are looking to remove unnecessary barriers to care. At the time of the AGM, it was reported that the proposed Phase 1 amendments were anticipated to be the end of the 2021 calendar year; there was no timeline for Phase 2 amendments.

3. CDHA Presentation

Prior to the start of the AGM, Wendy Stewart, (CDHA NS Director and CDHA President-Elect) presented a pre-recorded greeting from the CDHA, which included an update of the CDHA activities that occurred over the last year.

4. Call to Order

Hilary Boudreau, Chair, called the Annual General Meeting of the CDHNS to order at 9:25 am.

5. Approval of Agenda

The Chair called for a motion to adopt the agenda for the CDHNS May 15, 2021 AGM.

Motion 1: Move that the agenda be adopted as presented. Moved by: Renee Hunter (Porters Lake); Seconded by Lindsey Thompson (Halifax). 344/452 voted. 342 Approved. 2 Abstentions; Motion carried.

6. Approval of CDHNS AGM Minutes

The draft minutes were circulated in the Spring 2021 Newsletter and a copy was provided to individuals upon entry. All CDHNS registrants had the opportunity to download the electronic version of the agenda and minutes through the Member Portal in the Library of the database.

Motion 2: Move that the CDHNS AGM Minutes of May 9, 2020 be approved as presented. Moved by: Patricia Gauci (Halifax); Seconded by Dianna Major (Middle Sackville). 359/452 Voted. 349 Approved. 10 Abstentions; Motion carried.

7. COVID-19 NS Oral Health Professional Survey results-Dr. Mary McNally and Dr. Leigha Rock recorded presentation.

This presentation explained the return-to-work strategy that was developed, disseminated, and evaluated early in the COVID-19 pandemic in Nova Scotia. They spoke on the multi-stakeholder coalition in place, which is comprised of oral health practitioners, professional regulators, government policymakers, and academics which were effective in establishing and communicating comprehensive guidelines and web-based education to ensure unified re-integration of oral health services in NS during the COVID-19 pandemic. Drs. McNally and Rock explained how this coalition set a valuable example for responses to potential future health threats in Nova Scotia and beyond.

8. Annual Report/Audit Statements

Hilary Boudreau highlighted that the Annual Report, which included the audit, is for the general public audience, in addition to the registrants, and includes a summary of the operations and activities of the College for the fiscal year of November 1, 2019 to October 31, 2020. She then called upon the Registrar, Stacy Bryan, to provide highlights about the financial statements published in the CDHNS Annual Report.

Motion 3: Moved that the Annual Report, including the Audit statements for November 1, 2019 - Oct 31, 2020, be accepted: Moved by Wendy Stewart (Halifax); Seconded by Kim Stade (Halifax). 362/452 Voted. 351 Approved. 11 Abstained; Motion carried.

9. Quality Assurance Committee Report

Sonya Bishop, Chair, CDHNS Quality Assurance Committee (QAC) submitted her report in advance. The report was emailed to all, and was posted in the Member Library, prior to the AGM. This included information about the Audit results for registrants whose cycle ended on Dec 31, 2019. The results were published in the Spring 2020 newsletter. A total of 42 registrants were audited on Feb 8, 2020.

34 met requirements	1 had not met requirements
7 members were pending (unable to determine if the requirements were met; more information was required)	
As of April 1, 2020, all audited registrants had met their CCP requirements.	

Her report also reminded individuals that if they were wondering about the results of the Audit that took place in Feb 2021, several months past this Oct 31, 2020 fiscal year end, the results that were published in the CDHNS's Spring 2021 newsletter.

Sonya highlighted a few points on behalf of the Committee. It is recommended that CDHNS registrants:

- Refer to the updated *CDHNS Continuing Competency Cycles Frequently Asked Questions* document, found in the Library section in the Member Portal of the website (log-in required) and under Continuing Competency on the public side of the website, for easy access.
- **Multiple errors were observed regarding category allocation.** It appears that many registrants are allocating their courses using the Provincial Dental Board of Nova Scotia's category definitions, or outdated CDHNS category definitions prior to 2018. The categories are not the same. Carefully review the CDHNS CCP Requirements document to ensure you are entering your learning activity in the correct category.
- It is often the case that the QA Committee requests additional information due to lack of documentation for CC courses. The lack of documentation makes it difficult to determine the eligible hours and/ or appropriate category allocations. To eliminate these requests, please obtain (and provide) as much verification for your CC courses as possible, (e.g., an agenda with start/end times, detailed course outline/ description). If you upload this information onto your CDHNS Professional Development Record, it will be easily accessible to you.
- It is strongly recommended that CDHNS registrants obtain their CC credit hours throughout the entire course of their cycle to fulfill their professional responsibility.

During the AGM, Hilary provided registrants with a moment to remind themselves about the submitted report and then declared the QAC report filed.

10. Report of the Nominations Committee

Hilary called on Mallory Brent, Chair of the Nominations Committee, to report on behalf of the Committee about the nominations process and the election of the CDHNS Council Nominees. Hilary also reminded everyone that the information on the makeup of Council and the current serving Council members is contained in the Annual Report.

Mallory stated that the Nominations Committee was comprised of Members from CDHNS Council. The 2020 – 2021 Nominations Committee consisted of herself, Mallory Brent, Committee Chair, Michele Brennan, public member on Council, and councillor Danielle Newell. The call for Council nominations and Council criteria were published in the Winter 2020 newsletter. Seven eligible nominations for six vacant Council positions were received. Mallory explained that when the individuals were notified that seven eligible nomination forms had been submitted, one individual chose to withdraw their nomination.

11. Election of Council Members

Mallory Brent continued: The following CDHNS registrants were nominated according to the rules set out by the CDHNS, and have accepted the nomination for election to the CDHNS Council, with their terms in effect starting July 1, 2021 and expiring June 30, 2023.

- Bethany Boucher, Hilary Boudreau, Mallory Brent, Kayla Leary-Pinch, RaeLynn MacLean, and Leora Weatherhead

The listing of the slate of all nominees, including a photo, a brief biography and statement of intent, was published in the Spring 2021 edition of the CDHNS Newsletter. Mallory welcomed all six individuals to Council (joining and rejoining).

12. Recognitions and Awards (CDHNS Volunteers and Committee Members)

Hilary Boudreau, Chair, acknowledged that the CDHNS is indebted to its myriad of volunteers who selflessly dedicate their time and talents to serve the CDHNS through Committee work, educational sessions, and providing feedback to surveys and CDHNS documents. The hard work and dedication are greatly appreciated

and these contribute to the operational excellence of the College. A very special thank you went out to all outgoing members of the Committees.

Retiring Council Members

Hilary Boudreau, Chair, thanked the three outgoing Councillors for their service on Council and brought forward the highlights below:

- Lindsay MacDonald served on CDHNS Council for two terms. During her 4-years, she served as Vice-Chair for two years, as well as Chair of the Nominations Committee. As a token of appreciation, a donation will be made, in her name, to the charity of her choice, Ronald McDonald House, Atlantic division.
- Nicole Stevens has served with the CDHNS since 2015 and supported Council in a number of ways, including service on several committees. Nicole served the 6-year maximum. A donation was made in her name to the IWK, as a token of appreciation for all of her contributions.
- Danielle Newell completed her second term on CDHNS Council. She served on the Ownership Linkage and Nominations Committee. A donation, in Danielle's name, was made to Aiden's Place-Youth Wellness Center, located in Yarmouth, as a token of thanks for her service.

13. Adjournment: Hilary Boudreau declared the meeting adjourned at 10:15 am. **Next year's AGM will be Saturday May 14, 2022.**