

ACDH Council Meeting

Meeting Minutes

September 27, 2024 @ 8:30am

In-Person – Kananaskis

Meeting Minutes			
Attendees - Council Members			
Name	Role	Name	Role
Lindsay Ord	Chair, Regulated Member	Judy Hansen	Councillor, Public Member
Kathy Sauze	Councillor, Regulated Member	Mimi Godin	Councillor, Regulated Member
Samantha Heron	Councillor, Regulated Member	John Jossa	Councillor, Public Member
Carol Gibbons Kroeker	Vice-Chair Councillor, Public Member		
Attendees – Guests and Observers			
Name	Role	Name	Role
Amie Dowell	Registrar & CEO	Salima Thawer	Deputy Registrar, ACDH
Holly Durdle	Recorder	Elder Una Wesley	
Ken Hoover	Protect This Park Coordinator		
Regrets			
Name	Role	Name	Role
Louise Mosier	Councillor, Public Member		

1. Call to Order

1.1 - Introductions: Guests / Observers

The Chair, L. Ord, called the meeting to order at 8:34am on September 27, 2024, and welcomed Council members.

L. Ord also advised that a few guests will be joining the meeting throughout the day to present to Council.

L. Ord acknowledged that the Council was gathered on Treaty 7 Territory. She offered this acknowledgement in the spirit of reconciliation and to respect the histories, languages, and cultures which includes the Niitsitapi (Blackfoot) Confederacy [Siksika, Kainai, Piikani, Amskapi Piikani], The Îyârhe Stoney Nakoda Nations [Goodstoney, Chiniki, Bearspaw], and the Tsuut'ina Nation.

1.2 - Housekeeping

L. Ord advised that should anyone need to take a phone call or other interruption during the business meeting, to step out of the room to lessen distraction for the participants.

L. Ord advised that should anyone have a conflict of interest with any agenda item, at the time that agenda item is introduced, the individual will need to declare their conflict and either abstain from voting or recuse themselves from the meeting, as appropriate, until that agenda item has been concluded.

2. Adoption of the Consent Agenda

L. Ord listed all items on the Consent Agenda and asked if anyone wished to remove any item(s) from the Consent Agenda for discussion. Any typos or grammatical errors in any of the Council Minutes can be sent directly to H. Durdle.

- 2.1 Draft June 21 & 22 Council Meeting Minutes for Approval
- 2.2 Action Items from past Council meetings for Information
- 2.3 Committee Reports for Approval
 - i. Executive Committee Report to Council

- ii. Governance Committee Report to Council
- iii. Audit, Finance & Risk Committee Report to Council
- iv. Competence Committee Report to Council
- v. Registration Committee Report to Council

L. Ord asked for a motion.

MOTION: To approve the consent agenda of September 27 & 28, 2024, as presented.

Moved by: K. Sauze, Seconded by: J. Hansen.

CARRIED unanimously.

3. Adoption of Agenda

L. Ord asked if there were any additions or revisions to the agenda of September 27 & 28, 2024 and asked for a motion to approve.

MOTION: To approve the agenda as presented.

Moved by: J. Hansen, Seconded by: M. Godin.

CARRIED unanimously.

4. Operational Update

A. Dowell and S. Thawer presented an operational update, covering several pertinent topics for Council:

- A. Dowell highlighted the Registrant Engagement Sessions, with a particular focus on the Flip Learning initiative.
- On October 2nd, A. Dowell and S. Thawer will meet with the Minister of Health. Council will receive updates following this meeting.
- A. Dowell also reported on the CADA Public Interest Symposium and the CLEAR Conference held in September 2024, summarizing key takeaways from both events.
- A. Dowell met with the Managing Principal from Cresa to discuss lease renewal options that align with future growth initiatives.

- Looking ahead, the College will prioritize Strategic Priority D, concentrating on staff education in Equity, Diversity, Inclusion, and Accessibility in 2025.
- S. Thawer provided a comprehensive update on the status of renewals to date.

5. Council Member Vacancy

L. Ord provided Council with an update on Council membership. Council consists of 50% regulated members (appointed in accordance with the Bylaws), and 50% public members (appointed by the Lieutenant Governor in Council pursuant to the *Health Professions Act*).

Council reviewed the proposed timeline for filling the vacancy and identified the skills and experience that would be beneficial for the new regulated member.

There was a consensus to expedite the process by distributing the Expression of Interest as soon as possible, with the goal of appointing a new regulated member by the November Council meeting.

6. Policies

GP-1 - Council appointment policy - The revisions to the Council Appointment Policy were reviewed and discussed.

GP-2 - Council Officer policy – Consensus to delete this policy.

GP-2.1 -Council Officer Approval - Revisions to the Council Officer Approval policy (previously GP-2.1) were reviewed and discussed. A minor revision was made during this process.

GP-2.2 - Council Officer Vacancy - The revisions to the Council Officer Vacancy policy (previously GP-2.2) were reviewed and discussed, with a minor revision made.

CP-2 Finance Policy - The revisions to the Finance Policy were reviewed and discussed.

Action: Audit, Finance & Risk Committee to discuss to requirement for two quotes for expenses over \$50,000 in the CP-2 Finance Policy. L. Ord called for the following motion.

MOTION: To approve GP-1, GP-2, GP-2.1, GP-2.2 and CP-2.0 as amended and to delete the Council Officers Policy.

Moved by: K. Sauze, Seconded by: S. Heron.
CARRIED unanimously.

7. Financial Statements

A. Dowell & J. Jossa presented the first quarter financial statements to Council. J. Jossa noted that the Finance Committee is working on improving the revenue statements.

MOTION: To accept the quarter one April 1, 2024 – June 31, 2024 financial statement's as presented.

Moved by: J. Jossa , Seconded by: S. Heron.

CARRIED unanimously.

9. Continuing Competence Registrant Engagement

A. Dowell provided Council with an update on the organization selected to assist with the Continuing Competence Registrant Engagement Sessions, known as Flip Learning. This organization specializes in designing and facilitating engagement sessions utilizing Appreciative Inquiry methodologies. They have prior experience working with other regulatory colleges, giving them valuable insights into registrant dynamics. Council discussed the cost for the engagement sessions in comparison to the other proposals that were received. It was agreed upon that the budget for the engagement sessions that was approved in February 2024 was too low.

L. Ord called for a motion.

MOTION: To approve up to a maximum of \$30,000 in additional funding for the Continuing Competence Registrant Engagement Sessions, to be allocated from unrestricted resources if necessary.

Moved by: C. Gibbons Kroecker, Seconded by: S. Heron.

CARRIED unanimously.

10. Leadership Continuity Guidebook Update

A. Dowell provided an overview of the work done to date on the Leadership Continuity Guidebook. The Governance Committee recommended that Council approve incorporating the Leadership Continuity Guidebook in CP-3 Risk

Management Policy. Council reviewed the draft changes recommended by the Audit, Finance and Risk Committee to CP-3, along with additional language on reporting requirements.

L. Ord called for the following motion.

MOTION: To approve CP-3 Risk Management Policy as presented.

Moved by: M. Godin, Seconded by: C. Gibbons Kroeker.

CARRIED unanimously.

11. Council Committee Selection

L. Ord provided Council with the background for selecting Council Committees. Annually Council reviews and appoints the members of each of its committees. Preference of the individual council member and the Council Skills Matrix is used to guide the appointment of the Council members onto committees. Council may approve a change in the membership of the committee at any time.

Discussion followed.

C. Gibbons Kroeker agreed to be a voting member on the Audit, Finance & Risk Committee and a non-voting member on the Governance Committee. She will also attend the Executive Committee meetings.

The Executive Committee will consist of, L. Ord (Council Chair), C. Gibbons Kroeker (Vice-Chair) and K. Sauze,

The Governance Committee will consist of, S. Heron (Committee Chair), J. Hansen, K. Sauze and C. Gibbons Kroeker.

C. Gibbons Kroeker will be a non-voting member on the Governance Committee and L. Ord will attend as ex-officio.

The Audit, Finance and Risk Committee will consist of, J. Jossa (Committee Chair), M. Godin, and C. Gibbons Kroeker.

L. Ord will attend as ex-officio.

L. Ord called for a motion.

MOTION: To approve the committee members for the 2024-25 council year as discussed, effective September 27, 2024.

Moved by: S. Heron, Seconded by: M. Godin.

CARRIED unanimously.

12. Develop Workplans

Council committee members convened in individual groups to review and discuss the committee workplans for 2025.

13. Prayer, Gifting & Smudging Ceremony

Elder Una Wesley and Ken Hoover joined the meeting in person at 11:24am.

Elder Una Wesley led the Council in a prayer and smudging ceremony, providing a meaningful and reflective start to afternoon meeting.

14. Strategic Priority D – EDIA

Elder Una Wesley shared with the Council the history of her Stony Nation and the sacred land, emphasizing the importance of truth and reconciliation in fostering understanding and healing.

15. Grizzly Families Presentation

Ken Hoover shared with Council the history of the Grizzly Families in the scared valley. Ken is part of the Protect This Park initiative which was brought to life in 2020 by a fourth-generation settler who works, lives, and plays in the Kananaskis valley. Through funding initiatives including via donation and our online store we advocate for Kananaskis and its inhabitants while working alongside the First Peoples of the valley.

Elder Una Wesley and Ken Hoover left the meeting at 2:15pm

16. Registration Appeal

Council participated in a Registration Appeal from 3:00pm to 5:13pm.

17. Recess

L. Ord advised that the business meeting would recess at 5:13pm and resume at 8:30am Saturday, September 28, 2024.

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18. Call to Order

L. Ord called the meeting to order at 8:32 am on September 28, 2024, and welcomed the Council members.
L. Ord advised that there was an addition to the agenda - public member councillor approval.

19. Public Member Councillor – Additional agenda item

Council reviewed and discussed the resume of a potential new public member councillor. All members expressed their support for accepting the candidate. The primary concern raised was regarding the time commitment and travel requirements for the in-person meetings, which occur over two days, four times a year.

Action: College to respond to the email from the Government addressing Council's primary concern.

20. In-Camera

L. Ord to call for a motion to go in-camera to discuss GP-13 Registrar and CEO Performance Support and Compensation. A. Dowell attended the in-camera portion as a guest.

MOTION: To move into camera at 8:47am.
Moved by: M. Godin, Seconded by: S. Heron.

CARRIED unanimously.

MOTION: To move out of camera at 9:37am.

Moved by: J. Hansen, Seconded by: C. Gibbons Kroeker.

CARRIED unanimously.

Action: To continue working on GP-13 and bring it to the November 2024 meeting.

21. Dental Therapy

Council engaged in a comprehensive discussion regarding Dental Therapy, examining both the advantages and risks associated with the profession coming to Alberta should it be approved in the future.

22. Financial Forecasting

Council had an extensive discussion about the three-year financial forecast to achieve the College's four strategic priorities.

Action: For the College to provide a more detailed budget forecast which can inform a Council decision about practice permit fees for the next 2-3 years.

23. Recognition of Member Councillors

Council extends its sincere appreciation for L. Mosier and T. MacCallum's commitment to the College and are thankful for the dedication they have so willingly given to the regulation of the Dental Hygiene profession.

Adjourn

L. Ord advised Council that the next meeting is on November 22 & 23, 2024 in Edmonton

L. Ord adjourned the meeting at 2:37pm.