MEETING MINUTES (DRAFT)

College of Chiropractors of British Columbia

80th Annual General Meeting

October 26, 2013

PENTICTON LAKESIDE RESORT HOTEL
PENTICTON, BC

(FOR PRESENTATION AT THE 81ST AGM SATURDAY, NOVEMBER 6, 2014)

Dr. David Olson, Chair, called the 80th Annual General Meeting of the College of Chiropractors of British Columbia (“CCBC”) to order at 1:25 p.m. Dr. David Olson welcomed the members. He advised the membership that additional financial reports, annual reports, 2012 AGM minutes, Strategic Plan information and sign in book were located at the conference room entrance.

Dr. David Olson introduced the members of the CCBC Board and appointed Mr. Don Lebans as parliamentarian.

A moment of silence was observed for Dr. Don Burkett and Dr. Paul Viken who passed away since the last AGM.

Motion 001/13/14: Moved by Dr. David Olson, to adopt the minutes of the 2012 AGM minutes as circulated.

Motion 001/13/14: Carried

Ms. Diana MacKay, Registrar gave a presentation on the new College Strategic Plan report:

1. Corporate Overview;
2. Why strategic Planning;
3. Strategic Planning Discussion – Opportunities;
4. Strategic Planning Discussion – Weaknesses;
5. Strategic Plan – Mission;
6. Strategic Plan – Vision;
7. Goal 1 – College Administration Streamlined and Effectiveness Increased;
8. Goal 2 – Board Governance to Reflect Best Practices;
9. Goal 3 – Strengthen Collaborative Relationships;
10. Key performance indicators – Success Factors;
11. Progress to date.

She invited questions from the membership.

• Question from Dr. Jay Robinson as to what the College mandate is.

Dr. David Olson advised that the plan includes improving communication between the College and the Association.

Ms. Diana MacKay advised that there will be two part time positions, one for Registrar and one for Deputy Registrar. The start date is expected to be within several weeks.

The Chair was passed to Dr. Shannon Patterson, Vice-Chair for receipt of the President’s report.
CHAIR’S REPORT – Dr. David Olson

Motion 002/13/14: Moved by Dr. Shannon Patterson, to receive the Chair’s report as presented.

Dr. David Olson invited questions from the membership.

Motion 002/13/14: Carried

The Chair was passed back to Dr. David Olson

REGISTRAR’S REPORT – Diana MacKay

Motion 003/13/14: Moved by Dr. David Olson, to receive the Registrar’s report as presented.

Ms. Diana MacKay invited questions from the membership.

Motion 003/13/14: Carried

FINANCIAL REPORT – Ms. Karen Kesteloo

Motion 004/13/14: Moved by Ms. Karen Kesteloo by teleconference to adopt the draft Financial report as presented.

Ms. Karen Kesteloo advised that the financial format had been change with new accounting protocols.

She invited questions from the membership and advised:

• The current year surplus is due to 5 primary areas
  1. Fines income which is unpredictable
  2. Committee expenses primarily from savings in external activities of the Inquiry Committee
  3. Reduced legal expenses partly due to reduced legislation related expenses
  4. Public Relations expenses due to no TV media purchase in the last half of the year
  5. Increase in Board expenses relating to the Strategic Planning session
• Accounts receivable represents day to day items such as fines which are uncollected
• A new communications plan is being developed

Motion 004/13/14: Carried

INQUIRY COMMITTEE REPORT – Dr. Robert Turner

Motion 005/13/14: Moved by Dr. Robert Turner to receive the Inquiry Committee report as presented.

Dr. Robert Turner advised that:

• There were nine injury complaints this year;
• Consent and communication is extremely important and the lack of it can cause sexual complaints;
• Advertising complaints were down;
• Removing membership discipline action from the website requires a request from the chiropractor.
• Question from Dr. Jay Robinson as to the complaint process.

Mr. Don Lebans advised:

1. The Inquiry Committee is an investigator body that intakes the complaint, investigates it and resolves it.
2. If the complaint cannot be resolved it is referred to a hearing by the Discipline Committee. They make a judgment which gives an opportunity of agreement with the College and complainant.
3. All complaint decisions are subject to review by the HPRB.

Motion 005/13/14: Carried

DISCIPLINE COMMITTEE REPORT – Mr. Derek Hall

Motion 006/13/14: Moved by Derek Hall to receive the Discipline Committee report as presented.

Mr. Derek Hall commented that there had been no hearing in the last five years. He invited questions from the membership.

Motion 006/13/14: Carried

REGISTRATION COMMITTEE REPORT – Dr. Richard Hawthorne

Motion 007/13/14: Moved by Dr. Richard Hawthorne, to receive the Registration Committee report as presented.

Dr. Richard Hawthorne advised that all applicants must meet the full registration requirements including successful completion of a national exam in a registered jurisdiction. He invited questions from the membership.

Motion 007/13/14: Carried

QUALITY ASSURANCE COMMITTEE REPORT - Dr. Rob Cormack

Motion 008/13/14: Moved by Dr. Rob Cormack, to receive the Quality Assurance Committee report as presented.

Dr. Rob Cormack expressed the Board’s appreciation of Dr. Robert Rowe as Chair of the Quality Assurance Committee. He advised that he was now chair of the committee. He invited questions from the membership.

Motion 008/12/13: Carried

PATIENT RELATIONS COMMITTEE - Dr. Shannon Patterson

Motion 009/13/14: Moved by Dr. Shannon Patterson, to receive the Patient Relations Committee report as presented.
Dr. Shannon Patterson thanked the membership for successful completion of the Boundaries and Sensitivities Exam. She advised that the committee was in the process of finding more ways to engage the membership.

Dr. Shannon Patterson invited questions from the membership.

Motion 009/13/14: Carried

NEW BUSINESS

Motion 010/13/14: Moved by Dr. Shannon MacNeill that the College Board broaden the scope of practice of chiropractors in BC to include acupuncture.

- Dr. Shannon MacNeill spoke for the motion.

Discussion followed with comments for and against.

- Dr. Jay Robinson advised that the motion had to be made through the BCCA who would then contact the government.

Motion 010/13/14: Carried

- Question from Dr. Dale Forsythe as to the new sixteen year retention of patient records.

Ms. Diana MacKay advised that the Limitation Act changed, the change was incorporated into the Bylaws and the College had to comply.

Mr. Don Lebans spoke to the importance of the sixteen year retention of records.

- Comment from Dr. Stephen Maskall as to the AGM meetings being worthy of CE hours so consideration should be given to the AGM November 8, 2014.

Dr. David Olson acknowledged the new Island CCBC Board member, Dr. Chris Anderson.

Dr. David Olson advised that he was elected as Chair and Dr. Shannon Patterson as Vice-Chair.

Dr. David Olson thanked Dr. Bob Rowe for his participation on the CCBC Board. He also thanked the administrative staff and committee members.

Motion 011/13/14: Moved by Dr. Al Maier to adjourn the 80th Annual General Meeting.

Motion 011/13/14: Carried

Meeting adjourned at 3:00 p.m. Saturday, October 26, 2013.