

MEETING MINUTES (AMENDED)

College of Chiropractors of British Columbia Board Members

June 10, 2015

CCBC ADMINISTRATION OFFICE, #125 – 3751 SHELL ROAD, RICHMOND, BC

**Present:**

Dr. David Olson	Chair
Dr. Chris Anderson	Board Member
Dr. Heidi Benda	Board Member
Dr. Robert Cormack	Board Member
Dr. Enrique Domingo (arrived 2:15)	Board Member
Dr. Lidia Mickelson	Board Member
Dr. Don Nixdorf	Board Member
Mr. Derek Hall	Public Member
Ms. Karen Kesteloo	Public Member
Ms. Diana MacKay	Registrar
Dr. Doug Wright	Deputy Registrar
Mrs. Susan Wawryk	Recording Secretary

**Regrets:**

Dr. Avtar Jassal	Vice-Chair
Mr. Doug Kellner	Public Member

**Guests:**

Mr. Rick Nickelchok	Executive Director
Dr. Jay Robinson	BCCA President
George Eisler, MASC. MBA, PhD.	CEO, PAIC
James MacMaster	Branch MacMaster

**1. CALL TO ORDER**

Dr. David Olson, Chair of the College Board, called the meeting of the Board to order at 1:30 p.m.

**2. MINUTES**

The minutes of the April 15, 2015 Board meeting were reviewed for errors and omissions.

Motion 053/14-15: Moved by Ms. Karen Kesteloo, to adopt the Board minutes of the April 15, 2015 Board meeting.

Motion 053/14-15: Carried

**3. MATTERS ARISING:**

**3.1 PAIC**

Highlights of George Eisler's presentation on PAIC.

- At this time the clinic will be opened before the school at SFU.
- agreement in principal is being discussed with the President of UWS
- Partnership with UWS will be taken to the UWS Board in mid-October;
- Partnerships to include UWS and CIS;
- Financial liability of PAIC;
- Fundraising – live site of pilot program of 10 chiropractic offices in Abbotsford;

54 After one month, there will be a review and rollout to other areas of province.  
55 Request for \$236,000 funding to cover period of July 01- Dec 31, 2015

56  
57 **Action:** CCBC refund policy to be forwarded to Mr. Jim MacMaster.

58  
59 Motion 054/14-15: Moved by Dr. Rob Cormack, to accept the proposal Criteria for Funding –  
60 Draft 1 June 9, 2015 – items 1,2,3,5, and 6.

61  
62 Motion 055/14-15: Moved by Dr. Enrique Domingo, to table motion 054/14-15.

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64 Motion 055/14-15: Carried

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66 **Action:** Mr. Jim MacMaster to draft a motion with proper wording that will identify the definition  
67 of income earned because the reserve funds must be kept intact.

68  
69 **3.2 IT Solution Update – Report & Demo presented by Michelle Da Roza**

- 70  
71 - The shared CRNBC IT project replacing the 2 outdated data bases and the  
72 QuickBooks financial system was successfully implemented with registration  
73 renewal as scheduled on June 01, 2015;  
74 - The project is projected to be within budget;  
75 - Pre-authorized payments will commence August 2015 to May 2016- same  
76 ten month cycle;  
77 - Proposed that the CE deadline will be moved to May 31, 2017 for the next  
78 CE term to streamline the renewal process;  
79 - BCCA Board approved the recommendation to move ahead with the shared  
80 system which will further streamline the renewal process.

81  
82 Dr. Dave Olson thanked staff for the hard work completed to bring the first phase  
83 of the project in successfully.

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85 **3.3 Vaccination/Immunization Update - Tabled**

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87 **3.4 Strategic Plan Revisions - Tabled**

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89 **3.5 CCBC By-Law changes Approved & Implemented - Tabled**

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91 **3.6 CCA National Conference – CCBC Delegate - Tabled**

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93 **4. NEW BUSINESS**

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95 **4.1 Dr. Jerome Fryer Grant - \$1000.00 publication grant – Tabled.**

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97 Dr. Jerome Fryer - Research Grant fund of \$1000.00 for his publication Hypnic Reflex: A Spinal  
98 Perspective in the Journal of Sleep Disorders & Therapy.

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100 **4.2 Canadian Chiropractic Guidelines Initiative (CCGI) - Tabled**

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102 **4.3 Succession Planning - Tabled**

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104 **4.3.1 Board Member Election – terms ending.**

105 Drs. Heidi Benda, Rob Cormack, Avtar Jassal, Lidia Mickelson

106  
107 **4.3.2 Public Board Member Appointments**

108 Bob Bucher, Doug Kellner, Derek Hall

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110 **4.3.3 Registrar**

111 Search Committee

112

113 **5. FINANCE & INVESTMENT COMMITTEE – Ms. Karen Kesteloo**

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115 Finance Committee Update

116 Proposed Budget

117 Minutes of April 15, 2015

118

119 Motion 056/14-15: Moved by Dr. Heidi Benda to receive the Finance & Investment Committee  
120 report and Expenses report as circulated.

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122 Motion 056/14-15: Carried

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124 **Proposed Budget- 2015/2016**

125

126 Create CCBC/BCCA communication committee plan.

127 Registration Committee to provide a demographic review of new and outgoing chiropractors.

128 Quality Assurance Committee to look into long term PSR investigator.

129 Registrar and Deputy Registrar to become full time employees.

130

131 Motion 057/13-14: Moved by Ms. Karen Kesteloo to accept the proposed budget as presented.

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133 Motion 057/13-14: Carried.

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135 **6. INQUIRY COMMITTEE – Mr. Doug Kellner**

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137 Motion 058/14-15: Moved by Dr. Don Nixdorf to receive the amended Inquiry Committee report  
138 as circulated.

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140 Motion 058/14-15: Carried

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142 **7. DISCIPLINE COMMITTEE – Mr. Derek Hall**

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144 No report

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146 **8. REGISTRATION COMMITTEE – Dr. Blake Cameron**

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148 Motion 059/14-15: Moved by Ms. Karen Kesteloo to receive the Registration Committee report  
149 as circulated.

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151 Motion 059/14-15: Carried

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153 Motion 060/14-15: Moved by Ms. Karen Kesteloo to approve recommendation from the  
154 Registration Committee:

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156 Examinations specified by the Registration Committee

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158 Under s. 44(1)(b) of the CCBC Bylaws “successful completion of the examinations specified by  
159 the registration committee”, is a condition or requirement for full registration.

160 For the purposes of s. 44(1)(b), the Registration Committee specifies the three examinations  
161 conducted by the Canadian Chiropractic Examination Board (the “CCEB”):

- 162 • Component A – Chiropractic Knowledge,  
163 • Component B – Clinical Decision Making and Diagnostic Imaging, and  
164 • Component C – Clinical Skills Evaluation.  
165 Under s. 44(4)(a), 47(4)(c), 54(e) and 55(2)(d), the condition or requirement is that the applicant  
166 “successfully completes the clinical skills examinations specified by the registration committee”.  
167 For the purposes of s. 44(4)(a), 47(4)(c), 54(e) and 55(2)(d), the Registration Committee  
168 specifies the following two clinical skills examinations conducted by CCEB:  
169 • Component B – Clinical Decision Making and Diagnostic Imaging, and  
170 • Component C – Clinical Skills Evaluation.

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172 Motion 060/14-15: Carried

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174 **9. QUALITY ASSURANCE COMMITTEE:** – *Dr. Rob Cormack*

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176 No report

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178 **10. PATIENT RELATIONS COMMITTEE** – *Dr. Heidi Benda*

179  
180 No report

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182 **11. EXECUTIVE COMMITTEE** – *Dr. Dave Olson*

183  
184 No report

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186 **12. REGISTRAR** – *Ms. Diana MacKay*

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188 **12.1 Accountant – Mr. Shelby Thiessen hired 4 days a week: 2 for BCCA and 2**  
189 **for CCBC.**

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191 **12.2 MT Bylaw Changes**  
192 **CCBC had impact on the MT Bylaws which resulted in denial of the**  
193 **restricted Act.**

194  
195 **13. NEXT BOARD MEETINGS:**

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197 The next CCBC Board meetings will be held on:

- 198  
199 • Wednesday, August 12, 2015 at 2:00 p.m. at the CCBC Board office in Richmond, BC;  
200 • Wednesday, October 7, 2015 at 2:00 p.m. at the CCBC Board office in Richmond, BC;  
201 • Saturday, November 7, 2015 at 1:00 p.m. Board meeting at the Delta Victoria Ocean  
202 Pointe Resort and Spa in Victoria, BC with 2014 AGM to follow at 2:00 p.m. (timing  
203 tentative);  
204 • Possibly the first Wednesday in December 2015 at 1:00 p.m. to coincide with the Branch  
205 MacMaster dinner at the Metropolitan Hotel in Vancouver.

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207 **14. Adjournment**

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209 Lack of quorum at 5:20.

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211 Motion 061/14-15: Moved by Dr. Enrique Domingo to adjourn the meeting at 5:35 p.m.

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213 Motion 061/14-15: Carried

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