

1 MEETING MINUTES (*FINAL*)
2 College of Chiropractors of British Columbia Board Members
3 *April 6, 2016*
4

5 CCBC ADMINISTRATION OFFICE, #125 – 3751 SHELL ROAD, RICHMOND, BC
6

7 **Present:** Dr. Avtar Jassal Vice-Chair
8 Dr. Chris Anderson Board Member
9 Dr. Parm Rai Board Member
10 Dr. Gil Desaulniers Board Member
11 Dr. Enrique Domingo Board Member
12 Dr. Lidia Mickelson Board Member
13 Dr. Don Nixdorf Board Member
14 Mr. Jeremy Comazzetto Public Member
15 Mr. Doug Kellner Public Member
16 Ms. Karen Kesteloo Public Member
17 Mrs. Michelle Da Roza Registrar
18 Dr. Doug Wright Deputy Registrar
19 Mrs. Susan Wawryk Minute recorder
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21 **Regrets:** Dr. David Olson Chair
22 Mr. Derek Hall Public Member
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24 **Guests:** Dr. Elli Morton
25 Dr. Jay Robinson, BCCA CEO & BCCA President
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27 **1. CALL TO ORDER**
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29 Dr. Avtar Jassal, Vice-Chair of the College Board, called the meeting of the
30 Board to order at 1:04 p.m.
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32 **2. MINUTES**
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34 The minutes of the February 17, 2016 Board meeting were reviewed for errors
35 and omissions.
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37 Motion 036/15-16: Moved by Mr. Doug Kellner, to adopt the Board minutes of the
38 February 17, 2016 Board meeting as amended.
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40 Motion 036/15-16: Carried
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42 **3. RATIFICATION OF THE EMAIL MOTION - BYLAWS**
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44 Motion 037/15-16: Moved by Dr. Chris Anderson to ratify the email motion of March 10,
45 2016 with respect to revised Bylaw amendments.
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47 Motion 037/15-16: Carried
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49 **4. MATTERS ARISING**

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4.1 ICBC Flat Fee Program – Discharge

A letter from legal and a letter modified by Don Nixdorf were presented. Guidance was requested from the Board as to how to proceed with the two letters. The Board chose Dr. Don Nixdorf's letter and the letter will be forwarded to ICBC and cc'd to the BCCA.

4.2 Cultural Competency Training

4.2.1 There is no discount available for Cultural Competency Training. Board members who wish to complete the training will be reimbursed for the course cost (\$250.)

4.3 PAIC Update

Written report and letters from George Eisler were shared with the Board. Dr. Don Nixdorf advised that there is a meeting with the Ministry of Health and Assistant Deputy Ministers on April 7, 2016. A communication to registrants will be forwarded for the Board's approval next week.

5. NEW BUSINESS

5.1 Chirothin

- Marketed heavily across Canada;
- No way to regulate – public domain;
- Involves product and process – not in scope;
- Weight loss - not in scope.

Motion 038/15-16: Moved by Ms. Karen Kesteloo to approve the amendment to the Professional Conduct Handbook section "9.3 Diagnostic and therapeutic procedures specifically prohibited" to include "supplying supplements for and monitoring a very low calorie diet program" in the list of prohibited procedures.

Motion 038/15-16: Carried

5.2 Staffing

An additional administrative full time employee (FTE) to support our currently overloaded processes and proposes a solution to solve this problem. It is important to note that our needs are urgent and it is of high priority to address this concern prior to the June 1 Renewal start date.

Motion 039/15-16: Moved by Mr. Doug Kellner to approve the hiring of an Office Coordinator as proposed.

Motion 039/15-16: Carried

5.3 Committee Appointments

- Dr. Natalie Williams has resigned as Chair of the Discipline Committee;
- Dr. Brad Dickson who is currently on the committee is considering the position of Chair.

- 99 • Board members can forward names for committee positions taking
100 into consideration: committee attributes, business background,
101 investment, procedural skills, interviewing..
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103 Motion 040/15-16: Moved by Dr. Enrique Domingo to approve the appointment of
104 Jeremy Commazetto to the Discipline Committee.

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106 Motion 040/15-16: Carried

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108 **6. FINANCE & INVESTMENT COMMITTEE – Ms. Karen Kesteloo**

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110 Motion 041/15-16: Moved by Ms. Karen Kesteloo to receive the Financial & Investment
111 Committee report as presented.

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113 Motion 041/15-16: Carried

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115 A committee member requested the Board’s review of the Honoraria Policy. There
116 were concerns over the amount of time spent to review documents and prepare for
117 meetings that is not currently compensated. The Board reviewed the current policy and
118 determined it to be fair in all aspects as service to the Board and Committees is
119 voluntary.

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121 **7. INQUIRY COMMITTEE – Mr. Doug Kellner reporting for Dr. Lesley Taylor-Hughes**

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123 Motion 042/15-16: Moved by Dr. Chris Anderson to receive the Inquiry Committee
124 report as circulated.

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126 Motion 042/15-16: Carried

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128 Motion 043/15-16: Moved by Dr. Enrique Domingo to approve communications from
129 the Inquiry Committee to remind registrants of marketing regulations – with deleting the
130 first paragraph of the proposed version.

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132 Motion 043/15-16:

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134 **8. DISCIPLINE COMMITTEE – Mr. Derek Hall reporting for Dr. Natalie Williams**

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136 No report

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138 **9. REGISTRATION COMMITTEE – Mr. Derek Hall reporting for Dr. Blake Cameron**

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140 Motion 044/15-16: Moved by Dr. Chris Anderson to receive the Registration Committee
141 report as circulated.

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143 Motion 044/15-16: Carried

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145 **10. QUALITY ASSURANCE COMMITTEE: – Dr. Enrique Domingo**

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147 Motion 045/15-16: Moved by Dr. Lidia Mickelson to receive the Quality Assurance
148 Committee report as circulated.

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Motion 045/15-16: Carried

Discussion about the first aid requirement and whether or not it should be eligible for CE. The QAC has put together a good solution that provides the least amount of impact to registrants and College operations. Their feeling is that CE should not be provided for first aid certification and allow for a grace period of up to the end of the current term. First aid renewal is every three years and the CE cycle is every two years creating an overlap.

Motion 046/15-16: Moved by Dr. Enrique Domingo that in accordance with the pending CCBC Bylaws s. 57(2) the Quality Assurance Committee specifies that the minimal requirement for First Aid – CPR is the “Standard First Aid – CPR” certificates that are provided through the Heart and Stroke Foundation, the Canadian Red Cross, the St. John Ambulance, the Lifesaving Society and the Canadian Ski Patrol.

Motion 046/15-16: Carried

Motion 047/15-16: Moved by Ms. Karen Kesteloo that the first aid requirement must be completed by April 30, 2017. The CE credit can only be applied to the **2015-2017 term ending March 31, 2017**. After that date First Aid CPR will be a requirement of registration and CE credit will no longer apply.

Motion 047/15-16: Carried

14.1 (b) further to section 85(6)(a) of the Bylaws, may only indicate that he or she is a fellow of the Chiropractic Colleges of Clinical Sciences (C.C.C.S.(C)), the College of Chiropractic Orthopaedic Specialists (C.C.O.S.(C)), the Chiropractic College of Radiologists (C.C.R.(C)), the Canadian Chiropractic Specialty College of Physical and Occupational Rehabilitation (C.C.P.O.R.(C)) and the Royal College of Chiropractic Sports Sciences (Canada) (R.C.C.S.S.(C)).

Though the College name may indicate specialist or specialty, a registrant must adhere to Bylaws s. 85(6) (a) and (b) and not refer to themselves as a “specialist”.

Motion 048/15-16: Moved by Dr. Enrique Domingo to approve the amendments to the Professional Conduct Handbook section 14(1)(b) as circulated.

Motion 048/15-16: Carried

11. PATIENT RELATIONS COMMITTEE – Dr. Lidia Mickelson

No report

12. EXECUTIVE COMMITTEE – Dr. Avtar Jassal reporting for Dr. Dave Olson

Motion 049/15-16: Moved by to Dr. Gil Desaulniers to receive the Executive Committee report as circulated.

Motion 049/15-16: Carried

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The Executive Committee is a Special Committee established by the CCBC Board. Their mandate is to provide guidance on emerging issues, strategic direction and governance/staffing decisions and make recommendations to the Board.

Motion 050/15-16: Moved by Dr. Avtar Jassal to approve the Terms of Reference for the Executive Committee.

Motion 050/15-16: Carried

13. REGISTRAR - Mrs. Michelle Da Roza

Motion 051/15-16: Moved by Dr. Enrique Domingo to receive the Registrar's report as circulated.

Motion 051/15-16: Carried

Meeting with the Ministry of Agriculture – February 19, 2016

- Invitation from the Ministry for discussion on the provision of alternative and complementary therapies for animals in British Columbia
- BCCA was also included in the invitation.
- High level discussion – There is pressure from the public for direct access to complementary therapies for animals.
- CCBC advised that we currently do not have the regulatory tools to oversee the treatment of animals. Any progress in this regard must not take away from the public protection mandate of the CCBC.

Meeting with the Ministry of Health – February 19, 2016

- Met briefly with Mark Mackinnon (ED of Professional Regulation) and Brian Westgate (Director of Regulatory Initiatives)
- Building the relationship with government appears to have served us well during our bylaw process. • There may be other opportunities in the future to work with MOH, especially in conjunction with the BC Health Regulators.

Federation/regulators meeting in Toronto - April 7 – 8, 2016

- To discuss the CCE-US withdraw from CCE-I and the impact on applicants/new graduates.
- Most if not all of the provinces' regulators will be attending. CCEB, CCPA and CCA will also be in attendance.

Board and Committee Email Addresses

- Advocate that the Board use separate email address for Board and Committee matters.

Back Care BC – Multi-lingual Communications Campaign

- Launch date – April 18, 2016
- Marketing to target Chinese, Punjabi and Filipino populations in BC
- Newspaper ads, microsite, earned media
- Three spokespeople (chiropractors) have been identified and will be media trained

249 • Notice to registrants at least one week prior to launch

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251 **14. NEXT BOARD MEETINGS:**

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253 The next CCBC Board meetings will be held on:

- 254 • Wednesday, June 8, 2016 at 2:00 p.m. at the CCBC Administration office in
- 255 Richmond, BC.

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257 **15. Adjournment**

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259 **13. Motion 052/15-16:** Moved by Dr. Lidia Mickelson to adjourn the meeting at 3:45

260 p.m.

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262 Motion 052/15-16: Carried

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264 Discussion followed regarding the CCBC Strat Plan.