

MEETING MINUTES (AMENDED)

College of Chiropractors of British Columbia Board Members

February 16, 2011

CCBC ADMINISTRATION OFFICE, RICHMOND, B.C.

Present:

Dr. Brad Dickson	Chair
Dr. David Olson	Vice-Chair
Dr. Heidi Benda	Board Member
Dr. Richard Hawthorne	Board Member
Dr. Avtar Jassal	Board Member
Dr. Shannon Patterson	Board Member
Dr. Robert Rowe	Board Member
Dr. Daniel Zybutz	Board Member
Mr. Bob Bucher	Public Member
Mr. Derek Hall	Public Member
Ms. Karen Kesteloo	Public Member
Dr. Blake Cameron	Registrar
Ms. Susan Wawryk	Recording Secretary

Absent:

Dr. Don Nixdorf	Executive Director
Mr. Doug Kellner	Public Member

Observer:

Mr. Lucas M. Cupps

MINUTES

Dr. Brad Dickson, Chair of the College Board, called the meeting of the Board to order at 2:08 p.m.

The minutes of the December 1, 2010 Board meeting were reviewed for errors and omissions.

Motion 046/10-11: Moved by Dr. Brad Dickson to adopt the minutes of the December 1, 2010 Board meeting as amended.

Motion 046/10-11: Carried

BUSINESS ARISING FROM PREVIOUS MINUTES:

1. Research Award: Research award recipients to be placed on the website.

NEW BUSINESS:

CORRESPONDENCE:

REGISTRAR – Dr. Blake Cameron

Motion 047/10-11: Moved by Dr. Brad Dickson, to receive the verbal Registrar's report as presented.

- 53 1. Clinical Competency
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55 2. CCEB: November 2011 meeting location changed to Toronto.
56
57 3. Bylaws: Review process.
58
59 4. HPRB: One new registration appeal, 1 inquiry appeal dismissed, 1 inquiry appeal
60 withdrawn by patient.
61

62 Motion 047/10-11: Carried
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64 **FINANCIALS** – *Dr. Blake Cameron*
65

66 Motion 048/10-11: Moved by Mr. Bob Bucher, to receive the Financial report as presented.
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- 68 1. NSF Cheque Service Charge
69

70 Action: Financial report format to be revised.
71

72 Motion 048/10-11: Carried
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74 Motion 049/10-11: Moved by Dr. David Olson, to amend Motion 121/01-02 “that the BCCC will
75 impose a \$25.00 surcharge on all NSF cheques” by changing the surcharge fee to \$50.00.
76

77 Motion 049/10-11: Carried
78

79 Motion 050/10-11: Moved by Mr. Bob Bucher, to approve the College Board Expenses report
80 as presented.
81

82 Motion 050/10-11: Carried
83

84 **INQUIRY COMMITTEE** – *Dr. Blake Cameron*
85

86 Motion 051/10-11: Moved by Dr. Brad Dickson, to receive the Inquiry Committee’s report as
87 presented.
88

- 89 1. 2010 complaints: 64
90
91 2. 2011 complaints: 8 at present
92

93 Motion 051/10-11: Carried
94

95 **DISCIPLINE COMMITTEE** – *Dr. Blake Cameron*
96

97 Motion 052/10-11: Moved by Dr. David Olson to receive the verbal Discipline Committee’s
98 report as presented.
99

- 100 1. Hearing slated for February 10, 2011: Adjourned due to approval of consent order.
101

102 Motion 052/10-11: Carried
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104 **REGISTRATION COMMITTEE** – *Dr. David Olson*
105

106 Motion 053/10-11: Moved by Dr. Jassal Avtar, to receive the verbal Registration Committee's
107 report as presented.

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109 1. New Applicants: There have been 22 applicants since the December meeting including
110 16 new grads, 1 student, 5 reinstatements, 3 substantial equivalency and 1 HPRB appeal.

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112 Motion 053/10-11: Carried

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114 **QUALITY ASSURANCE COMMITTEE** – *Dr. Robert Rowe*

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116 Motion 054/10-11: Moved by Dr. Heidi Benda, to receive the Quality Assurance Committee's
117 report as presented.

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119 1. Professional Conduct Handbook: Review in process to be in compliance with HPA.

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121 Motion 054/10-11: Carried

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123 **PATIENT RELATIONS** – *Dr. Shannon Patterson*

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125 Motion 055/10-11: Moved by Dr. Richard Hawthorne, to receive the verbal Patient Relations
126 Committee's report as presented.

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128 1. Communication: Information related to effective & efficient patient charting to be
129 forwarded to the members shortly.
130
131 2. Empowering Patients
132
133 3. Joint Membership Counseling through the College and the Association
134
135 4. Duty to Report as Required by HPA
136
137 5. The Availability of Request for Chaperone

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139 Motion 055/10-11: Carried

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141 **NEW BUSINESS:**

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143 1. Research Award: Current guidelines are "Researching, writing and publishing a single
144 patient case study or group of similar cases eligible for publication in a peer reviewed
145 journal and are a minimum of one thousand words. Six (6) credit hours per published
146 paper." Members should be encouraged to write a paper.

- 147
148 2. Case Studies

149
150 Action: Initiate an outline of how to do a case study and the setup of a course to generate
151 interest.

- 152
153 3. Committee Meetings: Possibly by teleconference with minutes and reports to be
154 forwarded to the Board.

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156 **NEXT BOARD MEETINGS:**

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158 The next CCBC Board meetings will be held on:

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- Wednesday, May 11, 2011 at 2:00 p.m. at the CCBC Board office in Richmond, BC;
 - Wednesday, August 17, 2011 at 2:00 p.m. at the CCBC Board office in Richmond, BC;
 - Saturday, September 24, 2011 AGM at 8:30 a.m. at the Sheraton Wall Centre in Vancouver, BC;
 - Wednesday, October 12, 2011 at 2:00 p.m. at the CCBC Board office in Richmond, BC;
 - Possibly 1st Wednesday in December, 2011 at 1:00 p.m. to coincide with the Branch MacMaster dinner/date and location to be announced.

167 Motion 056/10-11: Moved by Dr. Shannon Patterson, to adjourn the meeting at 3:00 p.m.

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169 Motion 056/0-11: Carried