

MEETING MINUTES (AMENDED)

College of Chiropractors of British Columbia Board Members

October 19, 2011

CCBC ADMINISTRATION OFFICE, RICHMOND, B.C.

Present:

Dr. David Olson	Chair
Dr. Shannon Patterson	Vice-Chair
Dr. Heidi Benda	Board Member
Dr. Enrique Domingo	Board Member
Dr. Avtar Jassal	Board Member
Dr. Robert Rowe	Board Member
Dr. Daniel Zybutz	Board Member
Mr. Bob Bucher	Public Member
Mr. Derek Hall	Public Member
Mr. Doug Kellner	Public Member
Ms. Karen Kesteloo	Public Member
Dr. Don Nixdorf	Executive Director
Dr. Blake Cameron	Registrar
Ms. Susan Wawryk	Recording Secretary

Absent:

Dr. Richard Hawthorne	Board Member
Ms. Michelle Da Roza	Communications Manager

MINUTES

Dr. David Olson, Chair of the College Board, called the meeting of the Board to order at 2:06 p.m.

The minutes of the September 24, 2011 AGM Board meeting were reviewed for errors and omissions.

The minutes of the September 24, 2011 AGM Minutes were reviewed for errors and omissions.

Motion 012/11-12: Moved by Mr. Derek Hall, to adopt the minutes of the September 24, 2011 AGM Board meeting.

Motion 012/11-12: Carried

BUSINESS ARISING FROM PREVIOUS MINUTES:

NEW BUSINESS:

1. AGM: Dr. David Olson reviewed the 2011 AGM meeting and encouraged Board members to expand on their annual reports to promote positive membership discussion.
2. Dr. Bruce Banman's motion regarding Education in BC at SFU was discussed and Dr. David Olson will forward a reply letter to him.

Action: Education in BC information to be available to the membership on the website with quarterly updates.

54 **CORRESPONDENCE:**

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56 **REGISTRAR** – *Dr. Blake Cameron*

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58 Motion 013/11-12: Moved by Dr. Shannon Patterson, to receive the verbal Registrar's report as
59 presented.

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61 Motion 013/11-12: Carried

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63 **EXECUTIVE DIRECTOR** – *Dr. Don Nixdorf*

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65 Report included discussion of the following:

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67 1. Updated Portfolio of Investments

68

69 2. Gift Agreement between UBC & CCRF

70

71 3. After the Crash Pamphlet

72

73 4. Website Updates

74

75 5. CCRF Website

76

77 **FINANCIALS** – *Dr. Blake Cameron*

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79 Motion 014/11-12: Moved by Mr. Bob Bucher, to receive the Financial report as presented,

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81 Motion 014/11-12: Carried

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83 Motion 015/11-12: Moved by Mr. Derek Hall, to approve the College Board Expenses report
84 as presented.

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86 Motion 015/11-12: Carried

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88 **INQUIRY COMMITTEE** – *Mr. Doug Kellner*

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90 Motion 016/11-12: Moved by Mr. Bob Bucher, to receive the Inquiry Committee's report as
91 presented.

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93 1. Complaints: Sixty-seven complaints to date.

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95 Motion 016/11-12: Carried

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97 **DISCIPLINE COMMITTEE** – *Mr. Derek Hall*

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99 No report

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101 **REGISTRATION COMMITTEE** – *Dr. Richard Hawthorne*

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103 Motion 017/11-12: Moved by Dr. David Olson, to receive Dr. Blake Cameron's verbal
104 Registration Committee's report as presented.

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106 Motion 017/11-12: Carried

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

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110 Motion 018/11-12: Moved by Dr. Avtar Jassal, to receive the Quality Assurance Committee's
111 report as presented.

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113 1. Professional Conduct Handbook ("PCH"): Part 4, Professional Fees & Part 14, Public
114 Relations and Advertising Revisions

115

116 2. Informed Consent

117

118 3. Continuing Education: A rough draft of the CE proposal will follow.

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120 Motion 018/11-12: Carried

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122 Motion 019/11-12: Moved by Dr. Robert Rowe to approve the following changes to the PCH
123 and Patient Informed Consent form:

124

125 PCH

126

127 4.4 Deleted

128

129 4.5 A chiropractor may advertise and provide complimentary or reduced fee
130 consultations, examinations or treatment; however the application of diagnostic procedures , in
131 particular x-rays, and the treatment of patients must be based on clinical need (see section 2.5
132 above). Further, before undertaking any service that is not included as part of a complimentary
133 or reduced fee consultation, the chiropractor must inform the patient of the amount of all
134 additional fees and obtain the patient's consent to proceed.

135

136 14.1(e) Any reference to such designations as, "author", "speaker", "educator" or
137 "counselor", or to any club or organization memberships or affiliations must be in accordance to
138 the guidelines of Quality Assurance.

139

140 14.3 Marketing activity referencing the use of any diagnostic or treatment techniques,
141 tests, methods, devices or appliances must comply with Bylaw 85.2.

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143 Patient Informed Consent

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145 All patient informed consent forms must include "effectiveness varies from patient to patient".

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147 Motion 019/11-12: Carried

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149 **PATIENT RELATIONS COMMITTEE** – *Dr. Shannon Patterson*

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151 No report

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153 **NEW BUSINESS:**

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155 1. Student Awards

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157 Motion 020/11-12: Moved by Dr. Shannon Patterson, that the \$1,000.00 for the Walter Sturdy
158 Award should be taken from the Research Fund.

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160 Motion 020/11-12: Carried
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162 Motion 021/11-12: Moved by Dr. Avtar Jassal, to reappoint the Board Committee members as
163 previously structured.
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165 Motion 021/11-12: Carried
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167 Motion 022/11-12: Moved by Dr. Avtar Jassal, to appoint an Adhoc Committee of Dr. David
168 Olson, Mr. Bob Bucher and Ms. Karen Kesteloo to oversee a complaint that deals with section
169 32c of the Bylaws.
170
171 Motion 022/11-12: Carried
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173 **NEXT BOARD MEETINGS:**
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175 The next CCBC Board meetings will be held on:
176 • Thursday, December 8, 2011 at 1:00 p.m. at the Metropolitan Hotel in Vancouver to
177 coincide with the Branch MacMaster dinner.
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179 Motion 023/11-12: Moved by Dr. Heidi Benda, to adjourn the meeting at 4:06 p.m.
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181 Motion 023/11-12: Carried