

MEETING MINUTES (DRAFT)

College of Chiropractors of British Columbia Board Members

October 24, 2012

CCBC ADMINISTRATION OFFICE, #125 – 3571 SHELL ROAD, RICHMOND, BC

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
Ms. Diana MacKay	Deputy Registrar
Ms. Susan Wawryk	Recording Secretary

Absent:

Dr. Richard Hawthorne	Board Member
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MINUTES

Dr. David Olson, Chair of the College Board, called the meeting of the Board to order at 2:01 p.m.

The minutes of the September 19, 2012 Board meeting were reviewed for errors and omissions.

Motion 111/11-12: Moved by Dr. Enrique Domingo to adopt the minutes of the September 19, 2012 Board meeting.

Motion 111/11-12: Carried

BUSINESS ARISING FROM PREVIOUS MINUTES:

1. Executive Committee

Motion 112/11-12: Moved by Ms. Karen Kesteloo that Mr. Doug Kellner be appointed to the College Executive Committee in addition to Dr. David Olson, Dr. Shannon Patterson and Mr. Bob Bucher.

Motion 112/11-12: Carried

NEW BUSINESS:

CORRESPONDENCE:

DEPUTY REGISTRAR – Ms. Diana MacKay

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54 Motion 113/11-12: Moved by Mr. Bob Bucher to receive the Deputy Registrar's report as
55 presented.

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57 Ms. Diana MacKay advised that she will remain on the Quality Assurance Committee with no
58 voting privileges.

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60 1. Unique Identifier

61
62 Action: The Board directs the administration of Chard's numbering system for the membership
63 effective August 1, 2013 on documentation as required.

64
65 2. Pre-payment Plans/Professional Conduct Handbook

66
67 Action: Dr. Avtar Jassal and Dr. Heidi Benda to review and forward proposal of the pre-
68 payment plan/changes to PCH Part 5 Fee Arrangements- 5.2 & 5.3 for the December 5, 2012
69 Board meeting.

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71 Motion 113/11-12: Carried

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

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75 Motion 114/11-12: Moved by Dr. Enrique Domingo to approve the Executive Director report as
76 presented.

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78 1. Palmer West Chiropractic College/Education in BC

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80 2. BCCA X-ray DVD & Questionnaire

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82 Motion 114/11-12: Carried

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84 Motion 115/11-12: Moved by Mr. Derek Hall that members will receive 3 s-ray CE hours for the
85 completed x-ray DVD questionnaire and Dr. Avtar Jassal will receive 6 x-ray hours for viewing
86 the DVD creating the questionnaire/answer key.

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88 Motion 115/11-12: Carried

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90 **FINANCIALS** – *Ms. Diana MacKay*

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92 Motion 116/11-12: Moved by Dr. Avtar Jassal to receive the Financial report as presented.

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94 1. The Profit and Loss Budget Performance Report was changed to reflect actual versus
95 budget and associated variances for the current reporting period.

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97 Motion 116/11-12: Carried

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99 Action: Executive Committee to review Branch MacMaster statements for clearer accountability
100 of billing.

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102 Motion 117/11-12: Moved by Dr. Enrique Domingo to approve the College Board Expenses
103 report as presented.

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105 Motion 117/11-12: Carried

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

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109 Motion 118/11-12: Moved by Dr. Heidi Benda to receive the Inquiry Committee report as
110 presented.

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112 Action: Dr. Robert Turner to provide a detailed account of IQ case load per IQ Committee
113 member.

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115 Motion 118/11-12: Carried

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

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119 Motion 119/11-12: Moved by Dr. Bob Bucher to receive the Discipline Committee report as
120 presented.

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122 1. Hearings

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124 Action: Dr. Natalie Williams to release the dates of the proposed hearings and cancellation
125 dates when applicable.

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127 Motion 119/11-12: Carried

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

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131 No report

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

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135 Motion 120/11-12: Moved by Dr. Bob Bucher to receive the Quality Assurance Committee
136 report as presented.

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138 1. Teleconference Calls

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140 2. Quarterly Meetings

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142 3. Techniques

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144 Action: Dr. Dan Zybutz will continue to assist the QA Committee after his departure from the
145 Board.

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147 Motion 120/11-12: 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. AGM Meeting Protocol

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157 2. Jurisprudence Examination: Question 44 to be revised.

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159 3. Registrar Position: Executive Committee will define the role of the Registrar.

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4. Student Awards: \$3,500.00 awarded to CMCC students.

NEXT BOARD MEETINGS:

The next CCBC Board meeting will be held on:

- Saturday, November 3, 2012 AGM Board Meeting at 12:00 p.m. and the AGM Meeting at 2:00 p.m. located at the Empress Hotel in Victoria, BC;
- Wednesday, December 5, 2012 at 1:00 p.m. to coincide with the Branch MacMaster dinner at the Metropolitan Hotel in Vancouver.

Motion 121/11-12: Moved by Dr. Bob Bucher to adjourn the meeting at 4:44 p.m.

Motion 121/11-12: Carried