

MEETING MINUTES (AMENDED)

College of Chiropractors of British Columbia Board Members

December 5, 2012

BEIJING ROOM, METROPOLITAN HOTEL, VANCOUVER, BC

Present:

| | |
|-----------------------|---------------------|
| Dr. David Olson | Chair |
| Dr. Shannon Patterson | Vice-Chair |
| Dr. Heidi Benda | Board Member |
| Dr. Robert Cormack | Board Member |
| Dr. Enrique Domingo | Board Member |
| Dr. Richard Hawthorne | Board Member |
| Dr. Avtar Jassal | Board Member |
| Dr. Robert Rowe | 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 |

Guests:

Dr. Gregg Kawchuk – attended only for presentation
Don Lebens – attended only for presentation
Dr. George Eisler – attended only for presentation

MINUTES

Dr. David Olson, Chair of the College Board, called the meeting of the Board to order at 1:05 p.m.

Dr. Rob Cormack was sworn in by Ms. Diana MacKay.

The minutes of the November 3, 2012 AGM Board meeting were reviewed for errors and omissions.

Motion 014/12-13: Moved by Mr. Bob Bucher, to adopt the minutes of the November 3, 2012 AGM Board meeting.

Motion 014/12-13: Carried

The minutes of the November 3, 2012 AGM meeting will be revised to exclude specific comments.

BUSINESS ARISING FROM PREVIOUS MINUTES:

NEW BUSINESS:

51 **CORRESPONDENCE:**

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53 **DEPUTY REGISTRAR – Ms. Diana MacKay**

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55 Motion 015/12-13: Moved by Dr. David Olson to receive the Deputy Registrar's report as
56 presented.

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58 1. November 2012 QA Committee Meeting: CE process reviewed and documentation will
59 be available for the February 15, 2013 Board meeting.

60

61 2. PSR Process: During the 5 year cycle 880 PSR's were completed. Out of the current
62 265 reviews 25% required a 6 month re-review. There will be operational changes to
63 enable the PSR's to be completed on line to track and clarify information.

64

65 3. CCBC Minutes & Reports: Reported inconsistencies in availability of information

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67 4. Governance/Orientation: Recommended a strategic plan session be convened early in
68 the New Year.

69

70 5. Scope of Practice: will be reviewed by the QAC in January.

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72 Motion 015/12-13: Carried

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74 Motion 016/12-13: Moved by Ms. Karen Kesteloo that the Board direct Committee Chairs to
75 interact with the Deputy Registrar to develop a reporting system.

76

77 Motion 016/12-13: Carried

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79 Discussion continued regarding a 3-5 year strategic plan with goals, objectives and expected
80 outcomes:

81

82 1. Identify Budget Issues

83

84 2. Identify Deficiencies & Effectiveness of the Committees

85

86 3. Board to Share Information Through Committee Involvement

87

88 4. Identify Strengths & Weaknesses

89

90 Motion 017/12-13: Moved by Dr. David Olson that a strat plan core committee consisting of
91 Dr. David Olson, Ms. Diana MacKay, Ms. Karen Kesteloo, Dr. Robert Cormack and Mr. Bob
92 Bucher organize the Board strat plan meeting for early in 2013.

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94 Motion 017/12-13: Carried

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96 Action: The Executive Committee and Deputy Registrar to review the Registrar position and
97 define the role and duties involved.

98

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

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101 Motion 018/12-13: Moved by Dr. David Olson to approve the Executive Director report as
102 presented.

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- 104 1. Aon/Encon Insurance Company
105
106 2. BC School of Chiropractic
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108 3. 2012 AGM
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110 4. Financials
111
112 5. Continuing Education

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114 Motion 018/12-13: Carried

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116 Motion 019/12-13: Moved by Mr. Bob Bucher that the BCCC consents to the use of
117 chiropractic by sole proprietorships to be registered under the BC Partnership Act.
118

119 Motion 019/12-13: Carried
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121 **FINANCIALS** – Ms. Karen Kesteloo

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123 Motion 020/12-13: Moved by Ms. Karen Kesteloo to receive the Financial report as presented.
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125 Motion 020/12-13: Carried
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127 Motion 021/12-13: Moved by Dr. Richard Hawthorne to approve the College Board Expenses
128 report as presented.
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130 Motion 021/12-13: Carried
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132 **INQUIRY COMMITTEE** – Mr. Doug Kellner

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134 Motion 022/12-13: Moved by Mr. Doug Kellner to receive the Inquiry Committee report as
135 presented.
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- 137 1. 2012 Complaints: There are no trends to the complaints which are 50% less than last
138 year.
139

140 Motion 022/12-13: Carried
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142 **DISCIPLINE COMMITTEE** – Mr. Derek Hall

143
144 No report
145

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

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148 Motion 023/12-13: Moved by Dr. Richard Hawthorne to receive the Registration Committee
149 report as presented.
150

151 Action: Report to be made available regarding registration status/new registrants.
152

153 Motion 023/12-13: Carried
154

155 Mr. Don Lebens reviewed the recent HPRB decision involving a negligence complaint to the
156 College of Dental Surgeons of BC (the “CDSBC”). The CDSBC has filed an application for

157 judicial review of the decision, and has asked whether the CCBC might be interested in
158 supporting that application as an intervener.

159
160 Tabled: Mr. Don Lebens to take a minimalistic approach in an investigation into the HPRB
161 decision and advise the Board of his recommendation.

162
163 Action: Ms. Diana MacKay will attend the next Health Regulation Organization meeting to
164 gather further information on the HPRB decision and advise the Board at the February 15, 2013
165 Board meeting.

166
167 **QUALITY ASSURANCE COMMITTEE** – *Dr. Robert Rowe*

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169 Motion 024/12-13: Moved by Dr. Bob Rowe to receive the Quality Assurance Committee
170 report as presented.

- 171
172 1. CE Summary Report: To be finalized by February 15, 2013 Board meeting.
173
174 2. Scope of Practice
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176 3. Reserved Acts & Non-reserved Acts
177
178 4. Complete Revision of the PCH

179
180 Motion 024/12-13: Carried

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182 Action: QA Committee to create a package regarding the CE guidelines and protocol for the
183 Board to endorse and socialize with the membership.

184
185 **PATIENT RELATIONS COMMITTEE** – *Dr. Shannon Patterson*

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187 Motion 025/12-13: Moved by Dr. Shannon Patterson to receive the Patient Relations
188 Committee report as presented.

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190 1. CCBC Mandatory Boundaries & Sensitivities CE Exam: Online exam now available and
191 members are complying.

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193 Motion 025/12-13: Carried

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195 Dr. Gregg Kawchuk gave a presentation on Spinal Manipulation Therapy & Patient Study/Clinic
196 Based Reporting & Learning System.

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198 Dr. George Eisler spoke to the group about continuing progress toward the development of a
199 BCSC business plan.

200
201 **NEW BUSINESS:**

- 202
203 1. CCEB Examiner Policy/Coordinate with QA Committee
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205 2. PCH 5.2 Revision: Further review at the next Board meeting.
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207 3. Research Award

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209 Motion 026/12-13: Moved by Shannon Patterson that Dr. Dean Greenwood be granted
210 \$1000.00 for his peer reviewed published in the Journal of Chiropractic Medicine.

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212 Motion 026/12-13: Carried

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214 **NEXT BOARD MEETINGS:**

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216 The next CCBC Board meeting will be held on:

- 217 • Friday, February 15, 2013 at 11:00 a.m. at the Delta Vancouver Airport Hotel,
- 218 3500 Cessna Drive, Richmond, BC,;
- 219 Wednesday, April 3, 2013 at 2:00 p.m. at the CCBC Board office in Richmond, BC;
- 220 • Wednesday, June 5, 2013 at 2:00 p.m. at the CCBC Board office in Richmond, BC;
- 221 • Wednesday, August 28, 2013 at 2:00 p.m. at the CCBC Board office in Richmond, BC;
- 222 • Wednesday, October 9, 2013 at 2:00 p.m. at the CCBC Board office in Richmond, BC;
- 223 • Saturday, October 26, 2013 at 12:00 p.m. Board meeting at the Lakeshore Convention
- 224 Centre in Penticton BC with 2013 AGM to follow at 2:00 p.m.
- 225

226 Motion 027/12-13: Moved by Dr. David Olson to adjourn the meeting at 5:45 p.m.

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228 Motion 027/12-13: Carried