

MEETING MINUTES (DRAFT)

College of Chiropractors of British Columbia Board Members

February 15, 2013

DELTA VANCOUVER AIRPORT HOTEL, 3500 CESSNA DRIVE, RICHMOND, 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. 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:

Mr. Derek Hall	Public Member
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MINUTES

Dr. David Olson, Chair of the College Board, called the meeting of the Board to order at 11:06 a.m.

The minutes of the December 5, 2012 Board meeting were reviewed for errors and omissions.

Motion 028/12-13: Moved by Dr. Shannon Patterson, to adopt the minutes of the December 5, 2012 Board meeting as amended.

Motion 028/12-13: Carried

BUSINESS ARISING FROM PREVIOUS MINUTES:

1. Proposed PCH 5.2

Action: Further revisions to be brought forward at the next Board meeting.

2. Proposed CE revisions

- Cover Letter
- Continuing Education
- Appendix A
- Sample Log Form
- Sample CE Self Certification Form
- Suggested Q&A 's

50 Motion 029/12-13: Moved by Ms. Karen Kesteloo to approve the proposed CE revisions for
51 implementation effective July 1, 2013 for the 2013/2015 CE cycle.

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53 Motion 029/12-13: Carried

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55 Action: The Jurisprudence & Rules & Regulations examinations to be revised effective July 1,
56 2013 to reflect the change to 40 CE hours.

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58 **NEW BUSINESS:**

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60 **CORRESPONDENCE:**

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

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64 Motion 030/12-13: Moved by Dr. Shannon Patterson to receive the Deputy Registrar's report
65 as presented.

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67 1. Limitation Act: College of Physicians & Surgeons mandated to retain patient records for
68 16 years. Proposed Bylaw change effective June 1, 2013.

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70 Motion 030/12-13: Carried

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72 Action: Board recommendation for discussion & review regarding retention of patient records at
73 the AGM 2013.

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75 Action: Deputy Registrar will contact the liability insurer for verification and discussion.

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77 2. HRO - Patient Relations/Communication

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79 **FINANCIALS** – Ms. Karen Kesteloo

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81 Motion 031/12-13: Moved by Ms. Karen Kesteloo to receive the Financial report as presented.

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83 Motion 031/12-13: Carried

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85 Motion 032/12-13: Moved by Ms. Karen Kesteloo that the accounting office is only required to
86 present the expenses summary without the supporting documents.

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88 Motion 032/12-13: Carried

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90 Motion 033/12-13: Moved by Ms. Karen Kesteloo to approve the College Board Expenses
91 report as presented.

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93 Motion 033/12-13: Carried

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

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97 Motion 034/12-13: Moved by Mr. Doug Kellner to receive the Inquiry Committee report as
98 presented.

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100 1. Currently Five 2013 Injury Complaints

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102 Motion 034/12-13: Carried

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DISCIPLINE COMMITTEE – *Mr. Derek Hall*

No report

REGISTRATION COMMITTEE – *Dr. Richard Hawthorne*

No report

QUALITY ASSURANCE COMMITTEE – *Dr. Robert Rowe*

Motion 035/12-13: Moved by Dr. Bob Rowe to receive the Quality Assurance Committee report as presented.

Motion 035/12-13: Carried

Motion 036/12-13: Moved by Dr. Avtar Jassal to rescind the following motion:
“Motion 078/11-12: “Moved by Dr. Avtar Jassal that Continuing Education invigilators for CCEB be issued CE hours commensurate with participation up to a maximum of 12 credits per Continuing Education cycle as of August 1.”

Motion 036/12-13: Carried

PATIENT RELATIONS COMMITTEE – *Dr. Shannon Patterson*

Motion 037/12-13: Moved by Dr. Shannon Patterson to receive the written Patient Relations Committee report as presented.

Motion 037/12-13: Carried

EXECUTIVE DIRECTOR – *Dr. Don Nixdorf*

Motion 038/12-13: Moved by Dr. David Olson to receive the Executive Director report as presented.

1. CCE Model: Accrediting competency is unique to chiropractors.
2. Executive Director Retiring Effective July 31, 2013

Motion 038/12-13: Carried

NEW BUSINESS:

1. CCBC Ballots

Motion 039/12-13: Moved by Dr. Enrique Domingo to destroy the 2012 College election ballots.

Motion 039/12-13: Carried

NEXT BOARD MEETINGS:

The next CCBC Board meeting will be held on:

- 155 • Wednesday, April 3, 2013 at 12:00 noon at the CCBC Board office in Richmond, BC;
156 • Wednesday, May 22, 2013 at 12:00 noon – 5:00 p.m. location TBA in Richmond, BC;
157 • Wednesday, August 28, 2013 at 2:00 p.m. at the CCBC Board office in Richmond, BC;
158 • Wednesday, October 9, 2013 at 2:00 p.m. at the CCBC Board office in Richmond, BC;
159 • Saturday, October 26, 2013 at 12:00 p.m. Board meeting at the Lakeshore Convention
160 Centre in Penticton BC with 2013 AGM to follow at 2:00 p.m.

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162 Motion 040/12-13: Moved by Dr. David Olson to adjourn the meeting at 1:08 p.m.

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164 Motion 040/12-13: Carried