

MEETING MINUTES (FINAL)

College of Chiropractors of British Columbia Board Members
December 3, 2014

Metropolitan Hotel, 645 Howe Street, Vancouver, British Columbia V6C 2Y9

Present:

Dr. David Olson	Chair
Dr. Avtar Jassal	Vice-Chair
Dr. Chris Anderson	Board Member
Dr. Heidi Benda	Board Member
Dr. Robert Cormack	Board Member
Dr. Enrique Domingo	Board Member
Dr. Lidia Mickelson	Board Member
Dr. Don Nixdorf	Board Member
Mr. Bob Bucher	Public Member
Mr. Derek Hall	Public Member
Mr. Doug Kellner	Public Member
Ms. Karen Kesteloo	Public Member
Ms. Diana MacKay	Registrar
Dr. Doug Wright	Deputy Registrar
Ms. Susan Wawryk	Executive Assistant

Guests:

Rick Nickelchok, BCCA Executive Director
BCCA Board Members: Drs. Jay Robinson, Larry Merritt, Debbie Wright
(via skype), Dr. Cliff Thai, Jen Chen and Jaipaul Parmar.
Michelle Da Roza, Communications Manager

MINUTES

Dr. David Olson, Chair of the College Board, called the meeting of the Board to order at 1:02 p.m.

Dr. Olson welcomed members of the BCCA and turned the discussion over to Rick Nickelchok who addressed the following:

PAIC update

PAIC obtained legal status and held their first Board meeting recently.

CE Clarity requested arising from member discussions

There are no clear parameters on how to earn CE;

BCCA recommends better articulated guidelines and queried any foreseeable changes to the CE process;

Concern that five year random audit of self-reporting will not show courses that do not qualify until after the fact;

Suggest enhancing communication regarding CE program.

CCBC discussion;

Earning CE is provides flexibility and guidelines articulate that all CE learning must be related to chiropractic scope of practice;

Suggestion that CE details could appear in every future Spinal Column with a pin drop to timeline calendar;

No changes are anticipated in the upcoming CE process;

Future mandatory courses will be defined by the Patient Relations Committee.

55 Audits are routinely performed on CE submissions and issued are followed up with individual
56 chiropractors
57 BCCA CE Development Committee Joint Strategy Liaison - individual crossover of information
58 Suggest CCBC Board member be assigned to the BCCA CE Development Committee and that
59 recommendations on proposed changes be brought forward to the Board.

60
61 Update on BCCA Strat Plan at AGM with retreat to be held in late February.

62
63 Work on a communication strategy with CCBC & PAIC continues.

64
65 Vaccination and Immunization – BCCA position statement

66 BCCA has no clear position and has adopted the CCA policy in the past;

67 Suggestion to readopt CCA position;

68 Chiropractors have the right to discuss what they choose although vaccination and
69 immunization is not in the chiropractic scope of practice.

70
71 Patient based practice

72 Interprovincial collaboration;

73
74 It was agreed that developing a new website and data base will improve communications both
75 to the public and registrants.

76
77 The minutes of the November 8, 2014 AGM were reviewed for errors and omissions.

78
79 The minutes of the November 8, 2014 Board meeting were reviewed for errors and omissions.

80
81 Motion 011/14-15: Moved by Ms. Karen Kesteloo, to adopt the Board minutes of the November
82 8, 2014 Board meeting.

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84 Motion 011/14-15: Carried

85
86 **CORRESPONDENCE:**

87
88 None

89
90 **EXECUTIVE COMMITTEE REPORT – Dr. David Olson**

91
92 Motion 012/14-15: Moved by Dr. Avtar Jassal to receive the Executive Committee report as
93 circulated.

94
95 Motion 012/14-15: Carried

96
97 Oath of Office Documents (HPA S. 17-11)

98 Oath of office given for Dr. Chris Anderson, Dr. Lidia Mickelson and Dr. Don Nixdorf.

99
100 Education in BC Communication – Newsletter

101 Delayed

102
103 Motion 013/14-15: Moved by Dr. Heidi Benda to ratify the email vote to appoint Verna Magee –

104 Shepperd as the second CCBC Board appointment to the PAIC Board.

105
106 Motion 013/14-15: Carried

107

108 Motion 014/14-15: Moved by Dr. Heidi Benda to ratify the email vote:

109 Re: Interim funding request from Pacific Academic Institute of Chiropractic (“PAIC”)

110 Whereas:

111 A. The Executive Committee has been interacting with Dr. Don Nixdorf and Mr. George
112 Eisler as leaders of the development team for PAIC in relation to the status of both the
113 construction project planning at Simon Fraser University and the planning for a school of
114 chiropractic called PAIC to be included in the project;

115 B. Further funding from the B.C. Chiropractic Association to support the interim
116 development stages for PAIC is not available;

117 C. Steps are in process to complete the incorporation of PAIC as soon as possible for the
118 purpose of allowing PAIC to continue its planning as a distinct corporate entity;

119 D. PAIC will require interim funding to cover its expenses until such time as it can become
120 financially self-sufficient;

121 E. A pre-incorporation request has been made on behalf of PAIC for the amount of
122 \$188,000 to cover the period from November 1, 2014 to March 31, 2015;

123 F. A development plan and timeline have been submitted to the Executive Committee of
124 the CCBC to support this initial request for funding; and

125 G. The Executive Committee has reached a consensus to recommend to the Board of the
126 CCBC that the interim funding request be approved on the terms and conditions as set
127 out in the motion below;

128 Now therefore be it resolved that:

129 1. The CCBC transfer the amount of \$188,000 from the Education in B.C. Fund to PAIC in
130 three instalments as follows:

131 a. The first instalment in the amount of \$68,000 will be transferred forthwith
132 following the approval of this motion.

133 b. The second instalment of \$60,000 will be transferred on or before December 31,
134 2014;

135 c. The third instalment of \$60,000 will be transferred on or before February 1, 2015.

136 d. Each instalment will be transferred directly to the bank account of PAIC except
137 that in relation to the first instalment only, if PAIC is not yet incorporated or does
138 not yet have a bank account, then the first instalment may be transferred to the
139 BCCA on its undertaking to disburse that amount as may be required for interim
140 funding of PAIC and to transfer the balance into the PAIC bank account as soon
141 as it is possible to do so.

142 e. Once incorporated, PAIC may request modifications in the timing of the payment
143 of the second and third instalments if necessary in order to meet its interim
144 funding requirements.

- 145 2. Requests by PAIC for funding from the Education in B.C. fund in addition to this initial
146 amount of \$188,000 may be made at any time provided the requests are properly
147 documented and supported. The making of this initial advance does not in any manner
148 commit the CCBC to making further advances if, in the sole discretion of the Board of
149 the CCBC, the Board decides that it is not appropriate or advisable to do so.
- 150 3. The Executive Committee is hereby directed to communicate the following requests to
151 PAIC as part of its further planning and communications with the CCBC:
- 152 a. PAIC is requested to submit a revised deliverable list on or before the December
153 meeting of the CCBC Board stating more specific dates for completion of various
154 tasks prior to March 15, 2015;
- 155 b. PAIC is requested to continue to use the time line chart as part of its planning
156 communications and to ensure there is consistency between future development
157 plans, the deliverables, and the time line;
- 158 c. On or before the December meeting of the CCBC Board, the PAIC is requested
159 to review its interim funding requirements for the period ending December 31,
160 2015 for the purpose of confirming if the \$300,000 estimate is still valid.

161
162 Motion 014/14-15: Carried

163
164 Motion 015/14-15: Moved by Ms. Karen Kesteloo, that due to the delay of provision of the
165 required information from PAIC, the CCBC will delay the 1st installment of funds until obligations
166 have been met.

167
168 Motion 015/14-15: Carried

169
170 Committee Appointments

171
172 Motion 016/14-15: Moved by Dr. Avtar Jassal to appoint committee members as per the
173 membership list circulated with the following changes:

- 174
- 175 • Dr. Avtar Jassal is appointed Vice-Chair of the Board;
 - 176 • Dr. Paul Dhaliwal is added to the Registration Committee;
 - 177 • Dr. Blake Cameron is Chair of the Registration Committee;
 - 178 • Dr. Lesley Taylor-Hughes is Chair of the Inquiry Committee;
 - 179 • Dr. Robert Turner is Vice-Chair of the Inquiry Committee;
 - 180 • Dr. Lidia Mickelson is added to the Discipline Committee;
 - 181 • Dr. Chris Anderson moved from the Discipline Committee to the Patient Relations
182 Committee;
 - 183 • Dr. Heidi Benda is appointed Chair of the Patient Relations Committee;
 - 184 • Dr. Avtar Jassal is appointed Chair of the Student Bursary & Research Awards
185 Committee; and
 - 186 • Dr. Don Nixdorf is added to the Student Bursary & Research Awards Committee.

187
188 Motion 016/14-15: Carried

189
190 Interior Board Appointee
191 Dr. Lidia Mickelson

192
193 Bylaw Changes

194 Resolution 1 Tabled
195 Resolution 2 Tabled
196 Bylaws Tabled

197
198 Inquiry Committee Inspection Proposal
199 Pilot program to bring inspection component in house.

200
201 Motion 017/14-15: Moved by Dr. Doug Kellner, to accept the pilot Inquiry Committee inspection
202 Proposal commencing early 2015 for a trial period of 6 – 10 months.

203
204 Motion 017/14-15: Carried

205
206 Jurisprudence Examination

207
208 Motion 018/14-15: Moved by Mr. Bob Bucher to approve the revised Jurisprudence
209 Examination and Temporary Jurisprudence Examinations.

210
211 Motion 018/14-15: Carried

212
213 **FINANCE & INVESTMENT COMMITTEE** – *Ms. Karen Kesteloo*

214
215 Motion 019/14-15: Moved by Dr. Heidi Benda to receive the Finance & Investment Committee
216 report and Expenses report as circulated.

217
218 Investment report – year to date overview;
219 Education fund portfolio.

220
221 Motion 019/14-15: Carried

222
223 **INQUIRY COMMITTEE** – *Mr. Doug Kellner*

224
225 Motion 020/14-15: Moved by Mr. Derek Hall to receive the Inquiry Committee report as
226 circulated.

227
228 Motion 020/14-15: Carried

229
230 **DISCIPLINE COMMITTEE** – *Mr. Derek Hall*

231
232 No report

233
234 **REGISTRATION COMMITTEE** – *Dr. Blake Cameron*

235
236 Motion 021/14-15: Moved by Dr. Avtar Jassal to receive the verbal Registration Committee
237 report by Mr. Bob Bucher.

238
239 Motion 021/14-15: Carried

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241 **QUALITY ASSURANCE COMMITTEE** – *Dr. Rob Cormack*

242
243 Motion 022/14-15: Moved by Mr. Bob Bucher to receive the verbal Quality Assurance
244 Committee report.

245

246 Work is progressing on the Standards of Practice rewrite;
247 Public member required for committee.

248
249 Motion 022/14-15: Carried

250
251 **PATIENT RELATIONS COMMITTEE** – *Dr. Heidi Benda*

252
253 Dr. Heidi Benda acknowledged Dr. Shannon Patterson, prior chair for her time and efforts.

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255 **JOINT COMMUNICATIONS COMMITTEE** – *Dr. David Olson*

256
257 No report

258
259 **EXECUTIVE COMMITTEE** – *Mr. Bob Bucher*

260
261 No report

262
263 **REGISTRAR** – *Ms. Diana MacKay*

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265 Motion 023/14-15: Moved by Mr. Derek Hall to receive the Registrar's report.

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- Attended meetings in Regina- Western province regulators; Montreal - CCEB AGM & CFCREAB Board meeting; and HPRBC- where MoH "regulatory team" was introduced.
 - Website revision is underway;
 - Strategic planning session is being confirmed for February 14, 2015;
 - Data base replacement option being reviewed;
 - RMT amendments – increase in scope of practice;
 - Mr. Don Lebans drafted a letter to the Ministry which was forwarded to MoH. Ms. Diana MacKay will circulate this correspondence to the Board.

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276 Motion 023/14-15: Carried

277
278 Action: Ms. Diana MacKay to provide the objectives document to the facilitator.
279 Correspondence to MoH will be circulated to Board members.

280
281 **CHAIR** – *Dr. David Olson*

282
283 No report

284
285 **NEW BUSINESS:**

286
287 Motion 024/14-15: Moved by Dr. Don Nixdorf that Dr. Avtar Jassal be given signing authority.

288
289 Motion 024/14-15: Carried

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291 **NEXT BOARD MEETINGS:**

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293 February 14, 2015 - full day meeting including strategic planning.

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295 The next CCBC Board meetings will be held on:

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- Wednesday, April 15, 2015 at 2:00 p.m. at the CCBC Board office in Richmond, BC;
 - Wednesday, June 10, 2015 at 2:00 p.m. at the CCBC Board office in Richmond, BC;
 - Wednesday, August 12, 2015 at 2:00 p.m. at the CCBC Board office in Richmond, BC;
 - Wednesday, October 7, 2015 at 2:00 p.m. at the CCBC Board office in Richmond, BC;
 - Saturday, November 7, 2015 at 1:00 p.m. Board meeting at the Burnaby Delta Hotel in Burnaby, BC with 2014 AGM to follow at 1:00 p.m.;
 - Possibly the first Wednesday in December 2015 at 1:00 p.m. to coincide with the Branch MacMaster dinner at the Metropolitan Hotel in Vancouver.

306 Motion 025/14-15: Moved by Mr. Bob Bucher to adjourn the meeting at 4:25 p.m.

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308 Motion 025/14-15: Carried

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