

1 MEETING MINUTES (*FINAL*)  
2 **College of Chiropractors of British Columbia Board Members**  
3 *December 8, 2016*  
4

5 THE METROPOLITAN HOTEL, 645 HOWE STREET, VANCOUVER BC  
6

7 <b>Present:</b>	Dr. David Olson	Chair
8	Dr. Chris Anderson	Board Member
9	Dr. Enrique Domingo	Board Member
10	Dr. Lidia Mickelson	Board Member
11	Dr. Don Nixdorf	Board Member
12	Dr. Parm Rai	Board Member
13	Ms. Kitty Chan	Public Member
14	Ms. Karen Kesteloo	Public Member
15	Ms. Michelle Da Roza	Registrar
16	Dr. Doug Wright	Deputy Registrar
17	Ms. Gigi Tsui	Office Co-ordinator
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19 <b>Regrets:</b>	Dr. Avtar Jassal	Vice-Chair
20	Dr. Gil Desaulniers	Board Member
21	Mr. Jeremy Comazzetto	Public Member
22	Ms. Sonya Kupka	Public Member
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25 **1. CALL TO ORDER**

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27 Dr. David Olson, Chair of the College Board, called the meeting of the Board to  
28 order at 2:40 p.m.  
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30 **2. MINUTES**

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32 The minutes of the November 5, 2016 Board meeting were reviewed for errors  
33 and omissions.  
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35 Motion 009/16-17: Moved by Dr. Lidia Mickelson, to approve the Board minutes of the  
36 November 5, 2016 Board meeting.  
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38 Motion 009/16-17: Carried  
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40 **3. STRATEGIC DISCUSSION**

- 41 • Reflections from the Annual General Meeting
  - 42 ○ People were not prepared with the new format of AGM this year. This will
  - 43 be revisited next year so the agenda is clear.
  - 44 ○ We need to ensure engaging in dialogue with registrants that is done in
  - 45 such a way that it does not imply that registrants have control over College
  - 46 decisions.
  - 47
  - 48
  - 49

50 **4. MATTERS ARISING**

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52 4.1 Bylaw Amendments Package

53 Four bylaw amendments were reviewed as a package.

- 54 ○ Defining criminal record checks from applicants who have worked
- 55 internationally
- 56 ○ Updating term to Certified Professional Accounting in relation to auditors.
- 57 ○ Radiology certification and requirements
- 58 ○ Inquiry and Discipline Tariff schedule

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60 Motion 010/16-17: Moved by Ms. Karen Kesteloo, to approve the bylaw amendments  
61 as presented

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63 Motion 010/16-17: Carried

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65 4.2 Board Manual

66 The Board received the new Board Manual at the meeting of October 22, 2016. After  
67 some minor amendments, it was recommended that the Board approve the manual.

68

69 Discussion arose regarding advertising for Public Representatives for Committees.

70

71 **ACTION:** Registrar to investigate costs and returns for ads in online and print  
72 publications such as the Vancouver Sun, Province, Business in Vancouver, Globe, etc.  
73 report back to the Board for an email vote.

74

75 Motion 011/16-17: Moved by Ms. Karen Kesteloo, to approve the board manual as  
76 amended.

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78 Motion 011/16-17: Carried

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80 4.3 Shared Office Space

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82 Motion 012/16-17: Moved by Dr. Don Nixdorf, to approve a budget to investigate space  
83 and design companies and obtain preliminary quotes

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85 Motion 012/16-17: Carried

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87 4.4 Strategic Discussion/ Proposals

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89 Board to vote on strategic proposals from Ms. Jennifer Kroeker-Hall and Mr. Charles  
90 Holmes

91

92 Motion 013/16-17: Moved by Dr. Don Nixdorf, to approve the Strategic Planning  
93 Proposal from Jennifer Kroeker-Hall, Sirius Solutions, for the February Strategic  
94 Planning session.

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96 Motion 013/16-17: Carried (2 for, none against, 6 abstained).

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98 4.5 PAIC Update

99 Dr. Don Nixdorf provided a brief update on PAIC. PAIC recently requested that the  
100 BCCA respond with designated appointments to the PAIC Board, per their bylaws.  
101 They are waiting on response. They are also seeking a multi-year capital grant for  
102 funding from BC government.

103

## 104 **5. NEW BUSINESS**

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### 106 5.1 Cultural Competency- Declaration of Commitment

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108 Motion 014/16-17: Moved by Dr. Enrique Domingo, to approve the Registrar's signing  
109 of the Declaration of Commitment of Cultural Safety and Humility on behalf of the  
110 College of Chiropractors of British Columbia.

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112 Motion 014/16-17: Carried

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### 114 5.2 Fee Collection

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116 BCCA have approved new bylaws for a retroactive fee increase at \$300 per member.  
117 College collects BCCA fees & licensing fees in pre-authorized payment arrangement.

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119 Motion 015/16-17: Moved by Dr. Don Nixdorf, to issue immediately a notice of  
120 termination further to section 5 in the agreement. Also advise BCCA section 1D to re-  
121 negotiate cost & complete the list of requirements to fulfill by July 2017 registration  
122 process.

123

124 Motion 015/16-17: Carried

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## 126 **6. FINANCE & INVESTMENT COMMITTEE – Ms. Karen Kesteloo**

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128 Motion 016/16-17: Moved by Dr. Enrique Domingo to receive the Financial Statements  
129 as circulated.

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131 Motion 016/16-17: Carried

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## 133 **7. INQUIRY COMMITTEE – Ms. Kitty Chan reporting for Dr. Lesley Taylor-Hughes**

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135 Motion 017/16-17: Moved by Dr. Don Nixdorf to receive the Inquiry Committee report  
136 as circulated.

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138 Motion 017/16-17: Carried

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## 140 **8. DISCIPLINE COMMITTEE –Dr. Brad Dickson**

141

142 No report

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## 144 **9. REGISTRATION COMMITTEE – Dr. Douglas Wright reporting for Dr. Blake 145 Cameron**

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147 Motion 018/16-17: Moved by Dr. Don Nixdorf to receive the Registration Committee  
148 report as circulated.

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Motion 018/16-17: Carried

**10. QUALITY ASSURANCE COMMITTEE:** – *Dr. Enrique Domingo*

No report

**11. PATIENT RELATIONS COMMITTEE** – *Dr. Lidia Mickelson*

No report

**12. RESEARCH AND STUDENT BURSARY REPORT** – *Dr. Don Nixdorf*

No report

**13. EXECUTIVE COMMITTEE** – *Dr. Dave Olson*

No report

**14. REGISTRAR** - *Ms. Michelle Da Roza*

- CCGI Update – release of new neck guideline, free education module and webinar. Patient versions of the guidelines are also in process. Registrar suggested that we could be doing more to support knowledge transfer. Annual ask for funding from CCGI will likely occur in the spring.
- CCEB AGM and Federation Meetings – Update on meetings in Montreal, November 25 and 26.
- HR Update – Registrar and accountant working with HR consultant to fine tune staff policy manual which is in development.
- BC Health Regulators Update – Ministry of Health, Professional Regulation has expressed interest in attending College meetings on a more regular basis. They are also working to standardize/make recommendations to the information provided in annual reports.
- Shared System – resourcing continues to be a bit of a challenge which has delayed several projects. Additional staff are in the process of being hired which should alleviate this pressure.
- Governance suggestions – further to training from WATSON.
- Environmental Scan
  - Changes to the HPA for amalgamation of Colleges
  - Transparency in Ontario
  - Accredited schools in Canada

Motion 019/16-17: Moved by Dr. Don Nixdorf to receive the Registrar’s report as circulated.

198  
199 Motion 019/16-17: Carried

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201 **15. IN-CAMERA**

202  
203 Motion 020/16-17: Moved by Dr. David Olson, to initiate in-camera session.

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205 Motion 020/16-17: Carried

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207 Motion 021/16-17: Moved by Dr. Enrique Domingo to move out of in-camera session.

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209 Motion 021/16-17: Carried

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211 **16. NEXT BOARD MEETINGS:**

212  
213 The next CCBC Board meetings will be held on:

- 214
- 215 • Saturday February 4, 2017, 9am – CCBC Boardroom
  - 216 • Wednesday April 5, 2017, 2pm - CCBC Boardroom
  - 217 • Wednesday June 14, 2017, 2pm – CCBC Boardroom
  - 218 • Wednesday September 27, 2017, 2pm – CCBC Boardroom

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220 **14. Adjournment**

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222 Motion 022/16-17: Moved by Dr. Lidia Mickelson to adjourn the meeting at 5:16 p.m.

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224 Motion 022/16-17: Carried