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2 **Location:** CCBC Administration Office - 200 Granville St., Vancouver, BC

3
4 **Time :** 1:00 - 4:30 PM

5
6 **Attendees :** Dr. Johnny Suchdev Chair
7 Mr. Ken Kramer, Q. C. Vice-Chair
8 Dr. Chris Anderson Board Member
9 Mr. Colin Bennett Board Member
10 Dr. Larissa Juren Board Member
11 Ms. Deanie Kolybabi Board Member
12 Mr. Piotr Majkowski Board Member
13 Dr. Hafeez Merani Board Member
14 Dr. Stephen Mogatas Board Member
15 Dr. David Olson Board Member
16 Ms. Grace Sangalan Assistant to Mr. Ken Kramer
17 Ms. Michelle Da Roza Registrar
18 Mr. Richard Simpson Interim Registrar
19 Dr. Douglas Wright Deputy Registrar
20 Mr. Shelby Thiessen Accountant
21 Ms. Gigi Tsui Registration Coordinator
22 Ms. Sandra Bao Recording Secretary

23
24 **Regrets:** Dr. Todd Marshall (Board Member), Dr. Gerry Ramogida (Board Member)

25
26 **Observer:** Dr. Kelsey Horsting

27
28 **NO. ITEM**

29
30 **1. CALL TO ORDER**

31
32 Dr. Johnny Suchdev, Chair of the College Board, called the meeting of the Board to order
33 at 1:16 PM.

34
35 **2. INTRODUCTIONS AND ANNOUNCEMENTS**

36
37 Welcome to observer: Dr. Kelsey Horsting.

38
39 **Acknowledgement of Territory:** We would like to begin by acknowledging that the
40 land on which we gather is the traditional, ancestral, unceded territory of the
41 Squamish, Musqueam and Tsleil-Waututh First Nations.
42



43 May we all be led by and follow on the pathways of truth, reconciliation and peace as
44 we go forward to enlighten and better our world, in the public interest.
45

46 47 **3. APPROVAL OF THE OPEN AGENDA – April 17, 2019**

48
49 Motion 062/18-19: Moved by Deanie Kolybabi, to approve the Agenda of the April 17,
50 2019 Open Board Meeting as circulated.
51

52 Motion 062/18-19: Carried.
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54 55 **4. APPROVAL OF THE OPEN MINUTES – February 6, 2019**

56
57 The Minutes of the February 6, 2019 Open Board Meeting were reviewed for errors and
58 omissions.
59

60 Motion 063/18-19: Moved by Deanie Kolybabi, to approve the minutes of the February
61 6, 2019 Open Board Meeting as circulated.
62

63 Motion 063/18-19: Carried.
64

65 66 **5. STRATEGIC PLAN**

67
68 Interim Registrar and Registrar are continuing to work on the Strategic Plan draft based on
69 the discussions from the March 1, 2019 Board Planning Session. Should any difficulties
70 arise, both registrars will seek assistances from the Governance Working Group and the
71 Board Chair. Considering it may take some time to complete the draft, a Board member
72 suggested setting up timelines and creating an action list to track all actions and their
73 deadlines.
74

75 **Action:** Recording secretary to create an Action List to keep all Board meeting actions and
76 timelines on track.
77

78 Motion 064/18-19: Moved by Deanie Kolybabi, a draft of the Strategic Plan is to be
79 completed by both registrars and submitted to the Governance Working Group within
80 30 days.
81

82 Motion 064/18-19: Carried.
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84



85 Motion 065/18-19: Moved by Deanie Kolybabi, Governance Working Group to review
86 the Strat. Plan draft and provide feedback before the June 2019 Board meeting.
87

88 Motion 065/18-19: Carried.
89

90 **Action:** Registrars to complete a draft of Strategic Plan and submit it to the Governance
91 Working Group by May 17, 2019.
92

93 **Action:** Governance Working Group to review the Strategic Plan draft and provide
94 feedback before the June 2019 Board meeting.
95

96

97 **6. FINANCIAL STATEMENTS**

98

99 Shelby Thiessen, Accountant, reported on behalf of the Finance and Investment
100 Committee.
101

102 **Statement of Operations**

103

104 The accountant highlighted and explained a few expenses that are over budget: 1) Legal –
105 admin: used for legal advice for the Education in BC fund; 2) Office: hired external HR
106 support to hire new staff; 3) Regulatory support: hired an external consultant for individual
107 investigations; 4) Strategic Initiatives & projects: used for Governance Review.
108

109 We anticipate to break even by the end of this fiscal year.
110

111 Motion 066/18-19: Moved by Colin Bennett, to receive the financial statements as
112 presented.
113

114 Motion 066/18-19: Carried.
115

116

117 **7. APPROVE FINANCIAL POLICY AMENDMENTS**

118

119 The Finance and Investment Committee reviewed eight financial policies at the February
120 Financial meeting and amendments were made as required.
121

122 Motion 067/18-19: Moved by Colin Bennett, to approve the amendments made by the F&I
123 Committee: F&I Committee – Terms of Reference, Cyber Security Policy, Travel and
124 Business Expense Policy, Honoraria Policy, Internally Restricted Fund Policy, Investment
125 Policy, Treasury Management Policy, and Trust Investment Policy, as presented.
126



127 Motion 067/18-19: Carried.
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8. CORRESPONDENCE RECEIVED

131

132 Correspondence from ACAC, BCHR and the general public were received and circulated
133 before the meeting. Staff have been responding to these emails politely, in a timely
134 manner.

135

136

137

9. ENVIRONMENTAL SCAN

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139 Environmental scans were previously done by the Interim Registrar regarding news/social
140 media coverage of the chiropractic profession.

141

142

143

10. 2019 CANADIAN CHIROPRACTIC GUIDELINE INITIATIVE INVOICE

144

145 The college received an annual CCGI request for funds. Previously this request has been
146 customarily sent to the Board for approval. The accountant passed on the recommendation
147 from the F&I Committee that this CCGI funding can be included in the annual budget to
148 help the Board use their time more effectively.

149

150 Moved by Dr. Larissa Juren, the CCGI funds request to be automatically approved within
151 the budget and no longer needs to be discussed by the Board until a motion is made to
152 stop the funding.

153

154 Dr. Larissa Juren withdrew her motion, as the Board requires that the F&I Committee first
155 provide set guidelines from a finalized Major Initiative Policy which can aid the Board's
156 approving of requests for funding.

157

158 **Action:** F&I Committee to provide details of Major Initiative Policy.

159

160 Motion 068/18-19: Moved by Dr. Chris Anderson, to approve the 2019 funding request
161 from the CCGI in the amount of \$25 per full registrant.

162

163 Motion 068/18-19: Carried.

164

165

166

11. REGISTRAR'S REPORT – Richard Simpson

167

168 The Interim Registrar welcomed the Registrar, Michelle Da Roza, back to work.



169
170 The Board discussed the Cayton Report. The recommendations from the report and
171 Watson Governance Review will be taken into consideration to help draft the Strategic
172 Plan.

173
174 Motion 069/18-19: Moved by Dr. Larissa Juren, to receive the Interim Registrar's verbal
175 report as presented.

176
177 Motion 069/18-19: Carried.

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181 **12. REPORTS FROM COMMITTEES:**

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183

184 **a) EXECUTIVE COMMITTEE REPORT – Dr. Johnny Suchdev**

185 Motion 070/18-19: Moved by Dr. Chris Anderson, to receive the Executive
186 Committee's verbal report as presented.

187
188

189 Motion 070/18-19: Carried.

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192 **b) FINANCE AND INVESTMENT COMMITTEE REPORT – Shelby Thiessen**

193 The Board discussed the legal advice for the Education in BC fund. The accountant
194 explained the current tax issues regarding the reimbursements of the fund. CRA has
195 requested the College to provide T4As to registrants. The reimbursement cheques cannot
196 be issued until Social Insurance Numbers (SIN) have been provided by registrants. The
197 challenge is to collect SINs while maintaining the confidentiality of personal information.

198 **Action:** Communications providing details of the refund of Education in BC funds to go to
199 registrants soon.

200
201

202 Motion 071/18-19: Moved by Deanie Kolybabi, to ratify the email motion on April 2,
203 2019 regarding the F&I committee's recommendation to the Board that repayment of
204 capital contributed to the fund by registrants be returned and that the accumulated net
205 income of the Education in BC fund not be returned to registrants.

206
207

208 Nine voted in favour of the motion, and one against.

209 Motion 071/18-19: Carried.

210



211 Motion 072/18-19: Moved by Deanie Kolybabi, to receive the Finance and Investment
212 Committee report as circulated.

213
214 Motion 072/18-19: Carried.

215
216 **c) REGISTRATION COMMITTEE REPORT – Ken Kramer**

217
218 The Board reviewed and discussed the current applicant registration system in relation to
219 how it is ensured that applicants and registrants meet the necessary standards for
220 chiropractic practice in BC.

221
222 Motion 073/18-19: Moved by Dr. Hafeez Merani, to receive the Registration Committee
223 report as circulated.

224
225 Motion 073/18-19: Carried.

226
227 **d) INQUIRY COMMITTEE REPORT – Deanie Kolybabi**

228
229 Complaints have been managed through a very organized system. As such, decisions
230 and results are generated in a timely manner so as to effectively meet the expectations
231 of the public.

232
233 Motion 074/18-19: Moved by Dr. David Olson, to receive the Inquiry Committee report
234 as circulated.

235
236 Motion 074/18-19: Carried.

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238 **e) RESEARCH AND BURSARY COMMITTEE REPORT – Dr. Larissa Juren**

239
240 The Research and Bursary Committee was assigned to lead the Independent Research
241 Review Policy (IRRP) at the March 1, 2019 Board Planning Session. A proposal from the
242 University of Ontario Institute of Technology – Canadian Memorial College of Chiropractic
243 Centre for Disability Prevention and Rehabilitation (UOIT–CMCC CDPR) was submitted to
244 the College and has been reviewed by the F&I committee. The accountant passed on the
245 recommendations from the F&I Committee. Dr. Larissa Juren will bring these
246 considerations to UOIT.

247
248 The Board discussed the reasons, purposes and aims of this funding as well as ways to
249 support it.

250
251 Motion 075/18-19: Moved by Deanie Kolybabi, to support the spirit of the IRRP fund,
252 \$25,591.44 from this year's budget will go to fund phase 1 and that the balance of it be



253 forwarded in next year's budget for consideration of timing and contractual detail for
254 upward phases.

255
256 Motion 075/18-19: Carried.

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259 Motion 076/18-19: Moved by Dr. Hafeez Merani, to receive the Research and Bursary
260 Committee report as circulated.

261
262 Motion 076/18-19: Carried.

263
264 (No reports provided from the Discipline, Quality Assurance, and Patient Relations
265 Committees.)

266
267
268 **13. REPORT OF REVIEW OF CCBC COMPLAINTS PROTOCOLS – THE**
269 **WISEMAN REPORT**

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271 Motion 077/18-19: Moved by Piotr Majkowski, to accept the recommendations from Ms.
272 Wiseman.

273
274 Motion 077/18-19: Carried.

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276
277 The Board thanked the Interim Registrar for his contributions made over the past few
278 months.

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280 Interim Registrar left the meeting room at 4:39 PM.

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283 **Open Meeting Adjourned 4:40 PM.**

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286 Motion 078/18-19: Moved by Deanie Kolybabi, to go into closed session at 4:40 PM.

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288 Motion 078/18-19: Carried.

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291 Motion 085/18-19: Moved by Piotr Majkowski to go out of in-camera session and out of
292 closed session at 5:07 PM

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294 Motion 085/18-19: Carried.



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Meeting Adjourned 5:07 PM

Future Meeting Dates

- Wednesday, June 12, 2019 Board Meeting
- Wednesday, September 25, 2019 Board Meeting
- Saturday, November 2, 2019 2019 CCBC AGM & Board Meeting
- December 2019 Contingent to Branch MacMaster holiday event. Board meeting will take place at the HUB.