



CCBC Board Meeting
September 25, 2019
OPEN MEETING MINUTES [FINAL]

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

Time : 12:00 - 4:30 PM

Attendees :

Dr. Johnny Suchdev	Chair
Mr. Ken Kramer, Q. C.	Vice-Chair
Dr. Chris Anderson	Board Member
Mr. Colin Bennett	Board Member
Dr. Larissa Juren	Board Member
Ms. Deanie Kolybabi	Board Member (Via Teleconference)
Mr. Piotr Majkowski	Board Member
Dr. Hafeez Merani	Board Member
Dr. Stephen Mogatas	Board Member
Dr. David Olson	Board Member
Ms. Michelle Da Roza	Registrar
Mr. Richard Simpson	Policy Advisor
Mr. Shelby Thiessen	Director of Finance
Ms. Gigi Tsui	Registration Coordinator
Ms. Sandra Bao	Recording Secretary

Regret : Dr. Douglas Wright Deputy Registrar

Guest : Ms. Cynthia Johansen (Registrar/CEO of BCCNP)

Observers : Ms. Grace Sangalan (Assistant to Mr. Ken Kramer), Dr. Nareeta Stephenson, Mr. Ron Revell, Ms. Melanie Journoud, Mr. Cameron Cowper, Ms. Lisa Bannerman, Mr. Christopher Dodge, Ms. Kim McEachern, Mr. Jonathan Ho, Dr. Simon Auyoung, Ms. Crystal Chung, Ms. Dianne Millette, Ms. Alice Yu, Ms. Shelby McGraw

NO. ITEM

1. CALL TO ORDER

Dr. Johnny Suchdev, Chair of the College Board, called the meeting of the Board to order at 12:00 PM.

2. INTRODUCTIONS AND ANNOUNCEMENTS

Welcome to observers: Mr. Ron Revell, Ms. Lisa Bannerman and Dr. Nareeta Stephenson.



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

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

3. APPROVAL OF THE SEPTEMBER 25, 2019 AGENDA

Motion 114/18-19: Moved by Dr. Chris Anderson, the June 12, 2019 Open Board Meeting Minutes and the Governance Committee Report are to be removed from the open consent agenda and discussed.

Motion 114/18-19: Carried.

Motion 115/18-19: Moved by Dr. Hafeez Merani, to approve the Agenda of the September 25, 2019 Open Board Meeting as amended.

Motion 115/18-19: Carried.

4. APPROVAL OF THE SEPTEMBER 25, 2019 OPEN CONSENT AGENDA

Errors in the June 12, 2019 Open Board meeting minutes and the Governance Committee's report were discussed.

Remaining Open Consent Agenda Items:

- 1) Ratification of Email Motion – Transition of IRRP Management
Email motion: to transition the management of IRRP from the working group to staff.
- 2) Correspondence Received
- 3) Environmental Scan
- 4) Annual Report
- 5) Committee Appointments



Recommendation of appointments:

Registration

- Dr. Blake Cameron – Chair (2020-2022)

Discipline

- Dr. Lidia Mickelson –Vice Chair (2020-2022)
- Dr. Rob Cormack –Member (2020-2022)

Quality Assurance

- Dr. Chris Anderson – Vice Chair (2020-2022)

Finance & Investment

- Ms. Karen Kesteloo –Chair, (2019-2021)
- Mr. Derek Hall – Member (2020-2022)

6) Approval of Major Initiatives Policy

7) Report from Registrar

8) Reports from Committees:

- Finance & Investment
- Registration
- Inquiry
- Patient Relations

The Board would like to acknowledge the efforts of the Independent Research Review Process Working Group for seeing this project through.

Mr. Piotr Majkowski, Dr. Larissa Juren, Mr. Ken Kramer and Mr. Kramer's assistant arrived to the meeting room at 12:09 PM.

Motion 116/18-19: Moved by Dr. Larissa Juren, to approve the minutes for the June 12, 2019 open Board Meeting as amended.

Motion 116/18-19: Carried.

Motion 117/18-19: Moved by Dr. Larissa Juren, that the Forward Calendars attached to the Governance Committee Report be returned to the Governance Committee for review.

Motion 117/18-19: Carried.



Motion 118/18-19: Moved by Dr. Hafeez Merani, that the remaining open consent agenda items be received or approved by the Board by consent.

Motion 118/18-19: Carried.

5. AUDITED FINANCIAL REPORT

The Director of Finance provided a brief overview of the Audited Financial Statement to the Board.

Mr. Colin Bennett spoke on behalf of the Finance and Investment Committee to convey their appreciation for the staff's efforts regarding the audited financial statements.

ACTION: The Chair and Vice-Chair to sign the audited financial statements.

ACTION: Staff to publish the approved copy of the statements as part of the 2018-19 Annual Report.

Motion 119/18-19: Moved by Dr. Stephen Mogatas, to approve the 2018-19 Audited Financial Statements as presented.

Motion 119/18-19: Carried.

6. REVIEW OF THE TREATMENT OF CHILDREN

In July 2019, the Board ordered a review into the treatment of children with high velocity low amplitude thrust. Discussions around this review, its components and relevant correspondence from other associations including the Chiropractic Board of Australia, Ontario Tech University and Safer Care Victoria's (Australia). Some Board members questioned the effectiveness of this treatment of children; however, it was re-emphasized that patient safety is always the primary concern. As no significant risk was presented, no regulatory actions are to be done at this moment; however, continued monitoring of the environment is required so as to prevent risks to the public.

Motion 120/18-19: Moved by Dr. Chris Anderson, to pursue no regulatory action at this time in relation to the treatment of children with high velocity, low amplitude thrust and continue to monitor the situation and identify any potential risks to the public.

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



Motion 120/18-19: Carried.

ACTION: Staff to notify stakeholders of the Board's decision on the Treatment of Children.

7. STRATEGIC PLAN

A draft of the Strategic Plan was provided to the Board before the meeting. The Board was pleased with the current draft overall, but recommends some changes in wording as well as ongoing improvement.

The Board expressed their appreciation to the staff, especially the Policy Advisor, for their effort in establishing the Strategic Plan.

Motion 121/18-19: Moved by Mr. Piotr Majkowski, to approve the Strategic Plan as presented.

Motion 121/18-19: Carried.

ACTION: Staff to prepare a project plan to complete the identified initiatives through 2019-20.

ACTION: Board to revisit the plan at 4-month intervals from the date of approval and propose amendment as necessary.

ACTION: Direct the Registrar to report on progress on the initiatives at each scheduled Board meeting.

ACTION: The Strategic Plan is to be refined with the support of the Governance Committee.

8. WEBSTER TECHNIQUE

Questions were raised and discussions followed regarding our current focus on advertising instead of on practice. As research into the Webster technique is still ongoing, the College desires to set limits regarding the descriptions of this technique in registrant marketing to ensure patients will not be misled by untruthful or non-evidence-based information.



Motion 122/18-19: Moved by Dr. Hafeez Merani, to approve an amendment to the *Professional Conduct Handbook* Part 14 Public Relations and Advertising which would restrict the advertising of the Webster Technique to the following definition:

Webster Technique – a specific chiropractic sacral analysis and diversified adjustment for all weight-bearing individuals.

Motion 122/18-19: Carried.

Motion 123/18-19: Moved by Dr. Larissa Juren, to amend the Efficacy Claims Policy to include the following terms in the list of conditions that registrants must not claim may provide benefit:

- Breech [breech turning, breech position]
- Intrauterine / in-utero constraint

Motion 123/18-19: Carried.

ACTION: Staff to communicate the changes in policy to stakeholders and develop a plan to address non-compliance.

9. BYLAW AMENDMENTS

A draft of the amended bylaw was circulated to the Board before the meeting. The Registrar presented the key points from this draft. The Board's Comments included recommending Board input be acquired through surveys and that the numbers of elected and appointed Board members be reconsidered.

Staff will consider the recommendations and bring back the updated draft for further discussion during the December Board meeting.

ACTION: Staff to continue to work on Bylaw Amendment drafting with the Ministry and Legal Counsel with the goal of presenting completed draft amendments to the Board in December.

The Chair declared a break until 2:00 PM. The remaining observers and the guest arrived to the meeting room.



10. BCCNP AMALGAMATION PRESENTATION

Ms. Cynthia Johansen, the Registrar and CEO of BCCNP, presented on the topic of "Planning for Amalgamation" and answered questions from the Board and the observers.

The Board and staff wish to thank Ms. Johansen for taking the time to share BCCNP's experiences through the amalgamation process.

Ms. Johansen and observers (excluding Dr. Nareeta Stephenson) left the meeting room at 3:19 PM.

11. AGM FORMAT

ACTION: That the 2019 AGM reflect a more casual tone as discussed.

ACTION: 2019 AGM agenda to be revised. CCEB should present after the CCBC AGM.

Motion 124/18-19: Moved by Ms. Deanie Kolybabi, to host the 2020 AGM at the Hub, 200 Granville St, Vancouver in the case where bylaws still require the CCBC to host an AGM.

Motion 124/18-19: Carried.

Motion 125/18-19: Moved by Dr. Larissa Juren, to work with the BCCA to identify time at the 2020 BC Chiropractic Convention which the CCBC can use for more meaningful dialogue with registrants.

Motion 125/18-19: Carried.

12. TRUST ACCOUNTS LEGAL OPINION

Staff were tasked with seeking legal advice regarding the transfer of the bursary trust accounts to another entity during the June Board meeting. The legal opinions were received and presented to the Board for their consideration before this meeting.

Motion 126/18-19: Moved by Dr. Larissa Juren, to approve the following motions:

- To direct staff to recover a portion of the appropriate costs related to the administration of the Eva Bartlett and Emma Goodrich and CMCC Alumni Association trust funds.



- To direct staff to pursue the winding down and dissolution of the Eva Bartlett and Emma Goodrich trust accounts as proposed.
- Request that the Finance and Investment Committee propose amendments to the appropriate financial policies for the Board's consideration to facilitate the dissolution and/or transfer of Trust accounts.
- To direct staff to pursue the change of trustee for the CMCC Alumni Association Trust Fund to an appropriate organization.
- To direct staff to cease the annual granting of the Walter Sturdy Scholarship beginning next fiscal year.
- To direct staff to research the need for a policy statement for the receipt of trust funds in the future.

Motion 126/18-19: Carried.

13. CEO OVERSIGHT AND COMPENSATION REVIEW COMMITTEE TERMS OF REFERENCE

The Board discussed the wording in the terms of reference document as well as the proper name for this committee. To avoid conflicts of interest, staff can be invited to committee meetings only if their support is required by the committee.

Motion 127/18-19: Moved by Dr. Hafeez Merani, to approve the amended Terms of Reference for the Registrar/CEO Oversight Committee.

Motion 127/18-19: Carried.

Motion 128/18-19: Moved by Dr. Larissa Juren, to establish the Registrar/CEO Oversight Committee, with Dr. Johnny Suchdev, Mr. Ken Kramer, Mr. Colin Bennett and Dr. Chris Anderson as members.

Motion 128/18-19: Carried.

14. IRRP OUTLINE

A screening criteria for, and the eligibility of possible IRRP topics were discussed. Staff



CCBC Board Meeting
September 25, 2019
OPEN MEETING MINUTES [FINAL]

will be in charge of setting up a set of standards to determine IRRP topic suitability and will consult external experts to ensure the value and relevance of research topics.

Motion 129/18-19: Moved by Mr. Piotr Majkowski, to approve the Independent Research Review Policy Outline as presented.

Motion 129/18-19: Carried.

ACTION: Board to formally disband the IRRP Working Group.

ACTION: CCBC to support OTU with the development of Phase 1 requirements.

ACTION: CCBC to establish questions and priorities for research questions in the next 12 months. This may include input from the Board on research questions.

ACTION: Board to be informed of research progress on a regular basis.

Open Meeting Adjourned 3:57 PM

Dr. Nareeta Stephenson left the meeting room at 3:57 PM.

Motion 130/18-19: Moved by Dr. Johnny Suchdev, to go into closed session at 3:57 PM.

Motion 130/18-19: Carried.

Motion 131/18-19: Moved by Mr. Piotr Majkowski, to approve the Agenda of the September 25, 2019 Closed Board Meeting as amended.

Motion 131/18-19: Carried.

Motion 132/18-19: Moved by Dr. David Olson, that the closed consent agenda items be received or approved by the Board by consent.

Motion 132/18-19: Carried.



CCBC Board Meeting
September 25, 2019
OPEN MEETING MINUTES [FINAL]

Motion 133/18-19: Moved by Dr. Larissa Juren, to approve the 2019 bursary awards recommended by the Research and Bursary Committee.

Motion 133/18-19: Carried.

Motion 134/18-19: Moved by Dr. Chris Anderson, to go into in-camera session at 4:07 PM.

Motion 134/18-19: Carried.

Motion 135/18-19: Moved by Dr. Chris Anderson, to approve the minutes of the June 12, 2019 In-camera Board Meeting as circulated.

Motion 135/18-19: Carried.

Motion 136/18-19: Moved by Mr. Piotr Majkowski, to come out of closed and in-camera session at 4:39 PM.

Motion 136/18-19: Carried.

Motion 137/18-19: Moved by Mr. Piotr Majkowski, to adjourn at 4:39 PM.

Motion 137/18-19: Carried.

Meeting Adjourned 4:39 PM

Future Meeting Dates

- | | |
|---------------------------------|-------------------------------|
| • Saturday, November 2, 2019 | 2019 CCBC AGM & Board Meeting |
| • December 2019 (TBA) | Board Meeting |
| • Wednesday, February 5, 2020 | Board Meeting |
| • Wednesday, April 15, 2020 | Board Meeting |
| • Wednesday, June 17, 2020 | Board Meeting |
| • Wednesday, September 23, 2020 | Board Meeting |