



CCBC Board Meeting
April 15, 2020
OPEN MEETING MINUTES [FINAL]

Location: Zoom Videoconference

Time: 9:00 AM - 3:00 PM

Attendees:

Dr. Johnny Suchdev	Board Chair
Mr. Ken Kramer, Q. C.	Board Vice-Chair
Dr. Chris Anderson	Board Member
Mr. Colin Bennett	Board Member
Dr. Paul Dhaliwal	Board Member
Dr. Linda Gordon	Board Member
Dr. Larissa Juren	Board Member
Mr. Piotr Majkowski	Board Member
Dr. Hafeez Merani	Board Member
Dr. Stephen Mogatas	Board Member
Mrs. Michelle Da Roza	Registrar
Dr. Douglas Wright	Deputy Registrar
Mr. Shelby Thiessen	Director of Finance
Ms. Sophia Christoforakis	Director of Quality Assurance
Ms. Gigi Tsui	Registration Coordinator
Ms. Theressa Mah	Communications Specialist
Mr. Richard Simpson	Policy Advisor
Ms. Sandra Bao	Recording Secretary

Regret: Ms. Deanie Kolybabi Board Member

Guest: Ms. Sue Ward Branding and Graphic Design Consultant

NO. ITEM

1. CALL TO ORDER

Dr. Johnny Suchdev, Chair of the College Board, called the meeting of the Board to order at 9:04 AM.

2. INTRODUCTIONS AND ANNOUNCEMENTS

Acknowledgement of Territory: The Chair began by acknowledging the territory on which we gathered.



3. APPROVAL OF THE APRIL 15, 2020 AGENDA

“Approval of the Amendments to the PCH - Telehealth” was removed from the consent agenda for further discussion.

Motion 042 /19-20: Moved by Dr. Larissa Juren, to approve the Agenda of the April 15, 2020 Open Board Meeting as amended.

Motion 042 /19-20: Carried.

4. APPROVAL OF THE APRIL 15, 2020 OPEN CONSENT AGENDA

The item “Finance & Investment Committee Report” was pulled from the Consent Agenda for inquiries. Questions regarding this report were discussed and answered.

Open Consent Agenda Items:

- 1) Approval of February 5, 2020 Open Minutes.
- 2) Ratification of Email Motion
Email motion: to approve the amendments to the PCH, Part 3 and Appendix P – Telehealth.
- 3) Approval of the Amendments to the PCH – Natural Supplements
- 4) Correspondence Received
- 5) Committee Appointments

Recommendation of re-appointments:

Registration:

- Dr. Paul Dhaliwal - Member (2020 – 2023)

Discipline:

- Dr. Christian Duff (PhD) – Member (2020 – 2023)
- Mr. Morley Jameson – Member (2020 – 2023)

Quality Assurance:

- Ms. Dorothy Barkley – Member (2020 – 2023)

- 6) CCGI Stakeholder Report



87
88 7) Report from Registrar

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90 8) Reports from Committees:

- 91 a) Finance & Investment
92 b) Registration
93 c) Quality Assurance
94 d) Inquiry
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96 Motion 043 /19-20: Moved by Dr. Larissa Juren, that the open consent agenda items be
97 received or approved by the Board.
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99 Motion 043 /19-20: Carried.
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102 **5. FINANCIAL STATEMENTS – Director of Finance**

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104 Director of Finance reported on behalf of the Finance and Investment Committee.
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106 **Statement of Operations**

107 The significant surplus observed in the first 6 months of the current fiscal year (Aug. 1,
108 2019 – Jan. 31, 2020) was caused by the following: (1) Our revenue was more than the
109 College's expectation due to the increased numbers of our registrants; (2) the budget for
110 research expenses and IT system maintenance fees were underspent; (3) staff have been
111 mindful on expenses towards legal fees.
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113 Motion 044 /19-20: Moved by Dr. Larissa Juren, to approve the Q2 Financial Statements
114 as presented.
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116 Motion 044 /19-20: Carried.
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119 **6. FINANCIAL POLICY AMENDMENTS – Policy Advisor**

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121 Amendments to our Investment Policy and Trust Investment Policy Statement were
122 recommended by the Finance and Investment Committee to ensure these policies are up
123 to date and reflect our current financial position.
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125 Questions regarding these two amended policies were discussed and answered.
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127 Motion 045 /19-20: Moved by Dr. Larissa Juren, to approve the amendments to the
128 Investment Policy and Trust Investment Policy Statement as presented.
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Motion 045 /19-20: Carried.

7. STRATEGIC PLAN – PROGRESS UPDATE – Policy Advisor

A briefing note with updates on progress of the CCBC 2019 - 2021 Strategic Plan was circulated to the Board before the meeting. One new initiative, “Modernization of Health Regulation” was added to our Strategic Plan.

8. CCBC BRANDING PROPOSAL - Communication Specialist and Branding and Graphic Design Consultant

Ms. Sue Ward, our Branding and Graphic Design Consultant, joined the videoconference at 9:46 AM.

Rebranding is one of the CCBC’s Strategic Plan initiatives with the purpose of building public trust. Based on the results of a previous branding survey, completed by the Board and staff, two new branding concepts were proposed to the Board for their consideration. A design brief was presented by Ms. Ward. The Board appreciated the staff’s effort on this initiative, but they felt that some revisions to the proposed logos are required prior to further discussions and decision.

Ms. Sue Ward left the videoconference at 10:35 AM

Action: Staff to bring back and redesign the proposed logos and provide more options to the Board for future discussion.

9. AMENDMENTS TO THE PCH - APPENDIX P - TELEHEALTH

In order to provide further clarifications to the guidelines of telehealth, a few amendments to the PCH Appendix P were proposed by staff. Whether video consultations are required for initial telehealth consultation and the methods to confirm a patient’s identity were discussed.

Motion 046 /19-20: Moved by Dr. Larissa Juren, to approve the three amendments to PCH Appendix P as proposed including video as a requirement for initial consultation.

Motion 046/19-20: Carried.



173 **10. POLICY PROCESS**

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175 Motion 047 /19-20: Moved by Dr. Larissa Juren, to defer "Policy Process" to the next
176 Board meeting.

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178 Motion 047 /19-20: Carried.

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181 Break at 11:00 AM.

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183 Meeting resumed at 11:16 AM.

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186 **11. ROUTINE/REPEAT IMAGING REGULATION – Policy Advisor**

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188 To be able to provide further guidance to our registrants regarding X-ray usage and to
189 thereby protect the public from receiving unnecessary X-rays, the College engaged Ontario
190 Tech University with completing a literature review on the topic of Spinal Radiography. The
191 review was published in February and three options for possible next steps, based on this
192 review, were recommended to the Board.

193
194 Discussions were held regarding whether to set up a policy or make amendments to the
195 PCH based on the best available evidence. A few Board members felt more evidence may
196 be required to help the Board derive at decisions, but at the same time, agree to take
197 actions to proactively protect the public.

198
199 Motion 048 /19-20: Moved by Dr. Larissa Juren, that the Board supports modifying the
200 Professional Conduct Handbook and/or creating a new policy to reflect the review's key
201 messages and conclusions, with further instruction to staff that they return with
202 amendments to PCH incorporating the recommendations from the rapid review and, in
203 addition, they survey for other guidelines to inform amendments to the PCH.

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205 Motion 048 /19-20: Carried.

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208 **12. QUALITY ASSURANCE PROPOSAL – Director of Quality Assurance**

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210 On behalf of the Quality Assurance (QA) Committee, the Director of QA reported on a
211 proposal of a revision to the CCBC's current continuing competency program. This Plan-
212 Do-Study-Act based, evidence informed Continuing Education (CE) prescription will allow
213 registrants to assess their competency as a chiropractor, identify gaps they may need to
214 improve on, create their learning goals and reflect on their practice. The implementation of
215 this new CE model will enforce standards of practice to enhance the quality of practice



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among registrants. Moreover, this new CE model will be beneficial and have a positive impact on the life span of our registrants' careers.

Questions around this proposal, such as the impact on registrants and the public, the implementation budget and the rationale behind the chosen competency assessment standards, were discussed and answered. The Board supports this initiative but feels more information and collaboration with other health regulators should be taken into consideration so as to make this program even better.

Dr. Hafeez Merani left the videoconference at 12:25 PM.

Motion 049 /19-20: Moved by Dr. Larissa Juren, to approve the revision to the continuing competency program as presented and recommended by the Quality Assurance Committee.

Motion 049 /19-20: Carried.

Open Meeting Adjourned 12:50 PM

The Board Chair declared a lunch break until 1:30 PM.

Motion 050 /19-20: Moved by Dr. Larissa Juren, to go into closed session at 1:39 PM.

Motion 050 /19-20: Carried.

Motion 051 /19-20: Moved by Dr. Larissa Juren, to approve the Agenda of the April 15, 2020 Closed Board Meeting as circulated.

Motion 051 /19-20: Carried.

Motion 052 /19-20: Moved by Dr. Larissa Juren, that the closed consent agenda items be received or approved by the Board.

Motion 052 /19-20: Carried.

Motion 053 /19-20: Moved by Dr. Larissa Juren, that the Board agree in principle to the Registrar's signing of a letter of intent to amalgamate with other interested regulators of the proposed College of Health and Care Professions, subject to the Board's review of the content of the letter.



Motion 053 /19-20: Carried.

Motion 054 /19-20: Moved by Dr. Larissa Juren to go to in-camera at 2:03 PM.

Motion 054 /19-20: Carried.

Motion 055 /19-20: Moved by Dr. Larissa Juren to approve the minutes of the December 11, 2019 and February 5, 2020 In-camera Board Meeting as amended.

Motion 055 /19-20: Carried.

Motion 056 /19-20: Moved by Dr. Larissa Juren to come out of closed and in-camera session at 3:05 PM.

Motion 056 /19-20: Carried.

Motion 057 /19-20: Moved by Dr. Larissa Juren to adjourn at 3:05 PM.

Motion 057 /19-20: Carried.

Meeting Adjourned 3:05 PM

Future Meeting Dates

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| • Wednesday, June 17, 2020 | Board Meeting |
| • Wednesday, September 23, 2020 | Board Meeting |
| • Wednesday, December 2, 2020 | CCBC Annual General Meeting |
| • Thursday, December 3, 2020 | Board Meeting |