

OPEN Board Meeting Minutes
 Wednesday, September 23, 2020
 9:00 a.m. to 12:00 p.m. (via videoconference)

1 **Location:** Zoom Videoconference
 2
 3 **Time:** 9:00 AM - 12:00 PM
 4
 5 **Attendees:** Dr. Johnny Suchdev Board Chair
 6 Mr. Ken Kramer, Q. C. Board Vice-Chair
 7 Dr. Chris Anderson Board Member
 8 Mr. Colin Bennett Board Member
 9 Dr. Paul Dhaliwal Board Member
 10 Dr. Larissa Juren Board Member
 11 Ms. Deanie Kolybabi Board Member
 12 Dr. Hafeez Merani Board Member
 13 Dr. Stephen Mogatas Board Member
 14 Mrs. Michelle Da Roza Registrar
 15 Dr. Douglas Wright Deputy Registrar
 16 Mr. Shelby Thiessen Director of Finance
 17 Ms. Sophia Christoforakis Director of Quality Assurance
 18 Ms. Gigi Tsui Registration Coordinator
 19 Ms. Theressa Mah Communications Specialist
 20 Mr. Richard Simpson Policy Advisor
 21 Ms. Sandra Bao Executive Coordinator
 22 Ms. Jessi Connaughton Recording Secretary, Raincoast Ventures Ltd.
 23
 24 **Observers:** Dr. Clark Konczak
 25 Dr. Elliot Mayhew
 26

- 27
 28 **1. CALL TO ORDER**
 29 Dr. Johnny Suchdev, Chair of the College of Chiropractors of BC (CCBC) Board, called
 30 the meeting to order at 9:01 a.m.
 31
 32 **2. INTRODUCTIONS AND ANNOUNCEMENTS**
 33 **Acknowledgement of Territory**
 34 The Chair acknowledged the unceded traditional territories of the Katzie and Stó:lō First
 35 Nations, from which the meeting was being chaired. It was further recognized that
 36 attendees of the videoconference attended the meeting from other traditional territories
 37 across BC.
 38
-

The Board Chair informed that Mr. Piotr Majkowski resigned from the Board effective September 18 and Dr. Linda Gordon resigned from the Board effective September 16. Ms. Susan Powell was appointed to the Board as a Public Member, effective September 18, 2020.

Board Member Dr. Chris Anderson volunteered to move the Board motions throughout the meeting.

3. APPROVAL OF THE OPEN AGENDA – SEPTEMBER 23, 2020

The Chair requested that Item 10 Registrant Diversity / Cultural Competency Training be moved to the bottom of the meeting agenda, to be discussed if time permits.

It was MOVED (Chris Anderson)

That the Agenda for the College of Chiropractors of BC Board Open Meeting scheduled September 23, 2020, be approved as amended.

CARRIED (092/19-20)

4. APPROVAL OF THE OPEN CONSENT AGENDA

It was requested that Item 4.3 Correspondence Received, be pulled for further discussion.

A theme was observed in the correspondence received by the College in regard to billing arrangements and ways in which registrants can offer discounts to their patients. The Registrar advised that communications were distributed to all registrants to help them understand the policy, and in the recent weeks no new letters expressing concern have been received.

Discussion ensued on scheduling of the Annual General Meeting (AGM). It was noted that it is typical of health profession regulators to hold AGMs on a weekday, something which may be reconsidered in the future.

It was MOVED (Chris Anderson)

That the College of Chiropractors of BC (CCBC) Board approve the following consent agenda items included in the September 23, 2020 agenda:

- 4.1 June 17, 2020 Minutes of the CCBC Open Board Meeting
- 4.2 July 28, 2020 Minutes of the CCBC Open Board Meeting
- 4.3 Correspondence Received
- 4.4 Report from Registrar
- 4.5 Reports from Committees:
 - a) Finance and Investment
 - b) Registration
 - c) Quality Assurance
 - d) Inquiry
 - e) Patient Relations.

CARRIED (093/19-20)

5. FINANCE AND INVESTMENT POLICIES – Policy Advisor/Director of Finance

The Policy Advisor informed that the amendments to the Internally Restricted Fund Policy and the Treasury Management Policy were reviewed by the Finance and Investment Committee on August 18, 2020, and were recommended to the Board for approval.

It was noted that the Treasury Management Policy document included in the meeting materials was revised by the Finance and Investment Committee. Under the first point of the Policy Statement, the last sentence should read as follows:

“Prior to transferring funds to the Investment Manager, sufficient funds to support the short term operations based on the projected budget for that period will be held in the CCBC’s chequing account.”

It was MOVED (Chris Anderson)

That the College of Chiropractors of BC (CCBC) Board approve the amendments to the following Financial Policies:

- Internally Restricted Fund Policy
- Treasury Management Policy.

CARRIED (094/19-20)

6. Q4 FINANCIAL STATEMENTS – Director of Finance

The Director of Finance clarified that the financial statements included in the meeting materials were prepared on August 11, 2020, and were revised when the books for the fiscal year closed at the end of August 2020. As such, the draft provided for the Board indicates a surplus of \$88,335; however, the draft to the auditors indicated a surplus of approximately \$58,000.

During a review of the financial statements, it was reported that:

- The \$58,000 surplus represents approximately 3% of the overall revenue
- The \$329,801 Accounts Receivable under Current Assets represent registrant fee deferrals, which must be paid by October 28, 2020
- Net Assets are \$3.2 million, with approximately \$1.8 million unrestricted
- Overall, the College is on firm financial ground with net assets of approximately \$3.2 million, and an overall budget of just over \$2 million.

It was MOVED (Chris Anderson)

That the College of Chiropractors of BC (CCBC) Board accept the draft Q4 Financial Statements as presented.

CARRIED (095/19-20)

7. STRATEGIC PLAN – PROGRESS UPDATE – *Policy Advisor*

The Policy Advisor referenced the Strategic Plan Progress Update briefing note, and noted that any new updates to the document were indicated in italics. Significant work has been carried out in the areas of communications, quality assurance, and modernization.

Board members were informed that information sharing meetings have taken place with the Ministry of Health, and CCBC will continue to provide updates to the Ministry as research and reviews are published. With respect to upcoming CCBC elections, consideration of new Board member orientations and committee appointments has been added to the agenda for the upcoming Governance Committee meeting.

8. BURSARY AWARDS – *Registrar*

The Registrar presented the staff recommendations for recipients of the Emma Goodrich bursary funds. It was confirmed that all recommended candidates had met the criteria for the awards, as outlined in the provided briefing note.

It was MOVED (Chris Anderson)

That the College of Chiropractors of BC (CCBC) Board approve the recommendations put forward by CCBC staff for Bursary Awards.

CARRIED (096/19-20)

9. AMENDMENT TO THE PROFESSIONAL CONDUCT HANDBOOK (PCH): PATIENT CHARTER OF RIGHTS – *Deputy Registrar*

The Deputy Registrar referred to the documents provided in meeting materials, which outlined the proposed changes and updates to the PCH regarding Patient Rights.

During discussion, comments were offered regarding:

- Development of the Patient Charter of Rights in alignment with other health profession regulators
- The importance of applying a broad diversity lens with the use of inclusive language when developing the Patient Charter of Rights
- Potential to include specifics around discrimination.

It was MOVED (Chris Anderson)

That the College of Chiropractors of BC (CCBC) Board approve in principle the amendments to the CCBC Professional Conduct Handbook (PCH) to include the Patient Charter of Rights, with the understanding that the PCH will be reviewed by CCBC staff with the use of an inclusive language lens.

CARRIED (097/19-20)

10. REGISTRANT DIVERSITY / CULTURAL COMPETENCY TRAINING – *Registrar*

As time permitted, the meeting proceeded to address this item in accordance with the meeting's original agenda.

The Registrar invited Board members to share their thoughts and ideas on opportunities for cultural safety training and competency amongst CCBC registrants.

Discussion ensued on the following:

- The importance of engaging with the First Nations Health Authority as well as other Indigenous groups.
- Strong recommendation that Board members participate in cultural safety and competency courses (e.g. San'yas, course offered by the Law Society on inclusion)
- Reviewing Mary Ellen Turpel-Lafond's report from her Independent Investigation into Indigenous-specific Racism in BC Health Care once it becomes available
- Determining an appropriate way for cultural safety/diversity courses to be integrated into Continuing Education (CE) activities.
- Potential to engage and partner with other organizations on cultural safety initiatives and requirements
- Consideration of engaging with registrants to gain perspective on their views of cultural safety and competency
- Building awareness that inclusivity training encompasses inclusion of all marginalized groups and individuals
- Consideration of a speaker series on cultural safety.

Action: The Registrar will bring this issue forward to the Quality Assurance Committee for a more fulsome discussion on opportunities for engagement with CCBC registrants on diversity, cultural safety, and competency.

11. SPINAL RADIOGRAPHY – PCH AMENDMENTS – *Policy Advisor / Registrar*

The Registrar informed that public consultation on proposed amendments to the PCH related to spinal radiography commenced on August 11, 2020. CCBC received approximately 1,000 submissions, and the majority of those indicated a lack of support for the policy amendments.

Common themes / misconceptions from the feedback include:

- Uncertainty about the term “red flag” in the policy
- The research was of poor quality, biased or not acceptable
- The policy eliminates the ability for chiropractors to X-ray
- National Upper Cervical Chiropractic Association (NUCCA) practitioners will no longer be able to practice
- The restriction erodes the patient's right to choose their care and the practitioner's right to practice how they wish
- Patient testimonials.

The Policy Advisor discussed the process of collating the responses from the consultation, and commented that in the future a survey might be a more effective way to gather feedback.

It was further noted that a portion of the responses submitted by patients are identical form letters solicited by chiropractors to their patients. A revised draft of the amendments to the

PHC will be put forward for Board consideration at the December 2020 Board meeting.

Board members discussed:

- A careful, thoughtful, and transparent process for the proposed amendments to ensure registrants are provided with context for the application of the policy
- Publication of a summary on the consultation feedback
- Support for the use of X-rays in appropriate cases as an important diagnostic tool; concern over scheduled X-rays at regular intervals, prior to the determination of a complete clinical picture
- The intent of the College to protect public safety, not to apply overly restrictive policies to registrants
- Consideration of creating a public consultation policy.

Action: CCBC staff to create a communication piece directed to registrants and the public to share the results of the public consultation, and to clarify the intent of the recommended amendments.

12. INDEPENDENT RESEARCH REVIEW PROJECT (IRRP) TOPIC BRAINSTORM - Registrar

At the July 28, 2020 CCBC Board Meeting, the Board discussed the contract to renew the IRRP research collaboration with Ontario Tech, and expressed desire to provide input into the research topics. The Registrar advised that there would be a minimum of three briefs that will be produced this year as a result of the IRRP contract renewal, and the first topic will relate to telehealth. The briefing note provided in the meeting materials included a list of seven potential topics for consideration.

Board members were invited to provide their thoughts on potential topics and research questions for the IRRP collaboration with Ontario Tech. Discussion ensued on:

- Support for reviewing collaborative care models that include chiropractic health professionals
- Looking at the effectiveness of chiropractic care and managing conditions that may result in offloading workloads of other care providers
 - Could include analysis of impacts on Emergency Room budgets
- The role of chiropractic care in concussion management
- The evolution of chiropractic care and how it fits in to modern health care models
- The implementation of amalgamation of health profession regulators
- Concern that items in the proposed topic list could potentially expose CCBC to risk; caution to ensure the research is for the purpose of protecting the public more so than the profession

- Seeking effective ways to mitigate risk in research reviews (e.g. ensuring that research reviews do not create the optics that a particular issue is larger than it actually is)
- Ensuring CCBC “stays in our lane” when it comes to research reviews
- Caution not to conduct research reviews of topics that have previously been conducted
- The importance of researching issues that offer practice support, rather than focussing on potentially punitive issues
- Education and evolution of chiropractic care, and how it parallels with other professions
- Remaining mindful of potential outcomes of research.

CONCLUSION

At the invitation of the Chair, Dr. Konczak and Dr. Mayhew expressed appreciation for the collaborative and productive discussions that took place.

The Open Session of the September 23, 2020 College of Chiropractors of BC Board Meeting concluded at 11:41 a.m.

It was MOVED (Ken Kramer)

That the CCBC September 23, 2020 Board meeting to go into Closed Session.

CARRIED (098/19-20)

(Time: 12:36 p.m.)

It was MOVED (Larissa Juren)

That the Agenda for the Closed Meeting scheduled for September 23, 2020, be approved as presented.

CARRIED (099/19-20)

It was MOVED (Larissa Juren)

That the Board approve as presented, the following consent agenda items included in the September 23, 2020 closed Board Meeting agenda:

2.1 June 17, 2020 Minutes of the CCBC Closed Board Meeting

2.2 WATSON Recommendations Update

CARRIED (100/19-20)

It was MOVED (Chris Anderson)

That the CCBC September 23, 2020 Board meeting go into the In-Camera session.

Staff was dismissed.

CARRIED (101/19-20)

(Time: 1:40 p.m.)

It was MOVED (Chris Anderson)

That the Minutes for the In-Camera Meeting on June 17, 2020, be approved as presented.

CARRIED (102/19-20)

It was MOVED (Chris Anderson)

That the September 23, 2020 In-Camera Board Meeting to come out of in-camera and closed session.

CARRIED (103/19-20)
(Time: 2:40 p.m.)

CONCLUSION

It was MOVED (Chris Anderson)

That the September 23, 2020 Board Meeting now conclude.

CARRIED (104/19-20)
(Time: 2:40 p.m.)

* * *

Future Meeting Dates

- | | |
|---------------------------------|-----------------------------|
| • Wednesday, October 28, 2020 | Board Teleconference |
| • Wednesday, December 2, 2020 | CCBC Annual General Meeting |
| • Thursday, December 3, 2020 | Board Meeting |
| • Wednesday, February 3, 2021 | Strategic Planning Session |
| • Thursday, February 4, 2021 | Board Meeting |
| • Wednesday, March 10, 2021 | (Tentative) Board Meeting |
| • Wednesday, April 14, 2021 | Board Meeting |
| • Wednesday, May 19, 2021 | (Tentative) Board Meeting |
| • Wednesday, June 16, 2021 | Board Meeting |
| • Wednesday, September 15, 2021 | Board Meeting |
| • Wednesday, October 27, 2021 | Board Teleconference |
| • Wednesday, December 1, 2021 | CCBC Annual General Meeting |
| • Thursday, December 2, 2021 | CCBC Board Meeting |