

OPEN Board Meeting Minutes

Wednesday, February 1, 2023
1:00 p.m. to 2:30 p.m. (in person)

Location: CCBC Office, 900 – 200 Granville Street, Vancouver

Time: 1:00 p.m. – 2:30 p.m.

Attendees:

Dr. Johnny Suchdev	Board Chair
Terri Van Steinburg	Board Vice-Chair
Colin Bennett	Board Member
Dr. Paul Dhaliwal	Board Member
Dr. Elliot Mayhew	Board Member
Dr. Travis Morgan	Board Member
Dr. Shannon Patterson	Board Member
Sue Powell	Board Member
Martin Sattler	Board Member
Dawana St. Germain	Board Member
Jacqueline Tarantino	Board Member
Dr. Misty Watson	Board Member
Dr. Daniel Zybutz	Board Member

Staff:

Michelle Da Roza	Registrar
Dr. Douglas Wright	Deputy Registrar
Shelby Thiessen	Director of Finance
Richard Simpson	Policy Advisor
Sandra Bao	Executive Coordinator
Theressa Mah	Communications Specialist
Dr. Colin McKay	Complaints Coordinator
Elana Siu	Registration and Engagement Coordinator
Dr. Bradley Yee	Professional Practice Lead
Renée Frappier	Recording Secretary, Raincoast Ventures Ltd.

Regrets:

Ken Kramer, K.C.	Board Member (on leave of absence)
Jennifer Forbes	Board Member
Dr. Chris Gainor (Ph.D.)	Board Member

1. CALL TO ORDER

Dr. Johnny Suchdev, Board Chair, called the College of Chiropractors of BC (CCBC) Board meeting to order at 1:01 p.m.

2. INTRODUCTIONS AND ANNOUNCEMENTS

Acknowledgement of Territory

The Chair acknowledged the traditional unceded territories of the Squamish, Musqueam, and Tsleil-Waututh First Nations.

It was noted that the meeting was being recorded for minute-taking purposes. Approximately 50 observers registered to attend the meeting remotely were reminded of the meeting rules and guidelines, which were distributed in advance.

3. APPROVAL OF THE OPEN AGENDA – FEBRUARY 1, 2023

It was MOVED (Jacqueline Tarantino)

That the Agenda for the College of Chiropractors of BC Board Open Meeting scheduled February 1, 2023, be approved as amended.

CARRIED (027/22-23)

4. APPROVAL OF THE OPEN CONSENT AGENDA

It was requested that items 3, Financial Policy Updates, and 4, Correspondence Received, be removed from the consent agenda as presented.

Consent Agenda Item 2: Committee Member Appointments

To approve the committee appointment recommended by the Governance Committee:

- Dr. Elliot Mayhew – Governance Committee

It was MOVED (Martin Sattler)

That the College of Chiropractors of BC Board approve the following consent agenda items included on the February 1, 2023 agenda as amended:

- 1) Approval of the December 1, 2022 Open Minutes
- 2) Committee Member Appointments
- 3) Report from Registrar
- 4) Reports from Committees:
 - a) Finance & Investment
 - b) Registration
 - c) Inquiry
 - d) Governance.

CARRIED (028/22-23)

It was MOVED (Terri Van Steinburg)

That the College of Chiropractors of BC Board amend the distributed Expense Claim Authorization clause on page seven of the Honoraria, Travel and Business Expense Policy as follows:

- Replace “Chair of the Finance Committee” with “Chair or Vice-Chair of the Board of Directors” so that the paragraph reads, “Extraordinary expense claims (i.e., those expenses outside of budget or stated policy) submitted by the Registrar will be presented by the Director of Finance for the approval of the Chair or Vice-Chair of the Board.”

CARRIED (029/22-23)

Discussion ensued, and comments were offered regarding:

- The Registrar is an employee of and accountable to the Board
- The Finance and Investment Committee deemed that extraordinary expenses made by the Registrar are likely to be operational in nature and not under the purview of the Board.

It was MOVED (Travis Morgan)

That the College of Chiropractors of BC Board amend the Transportation clause on page nine of the Honoraria, Travel and Business Expense Policy to consider eligibility to use a particular mode of travel.

WITHDRAWN

Discussion ensued, and comments were offered regarding:

- Ineligibility to board an airplane required alternative travel arrangements at a higher cost than airfare; the additional cost was not reimbursed
- The policy as written allows for case-by-case consideration by the Director of Finance
- The policy should be reconsidered to ensure Board members do not have to cover the cost of attending Board meetings
- Policy is not written to accommodate specific incidents
- Reimbursement for the most economical mode of travel is standard policy.

It was MOVED (Misty Watson)

That the College of Chiropractors of BC Board receive correspondence received as included in the February 1, 2023, meeting Package.

CARRIED (030/22-23)

It was MOVED (Terri Van Steinburg)

That the College of Chiropractors of BC Board approve the Honoraria, Travel and Business Expense Policy and Trust Investment Policy updates as amended.

CARRIED (031/22-23)

5. 2022 ANNUAL GENERAL MEETING (AGM) RESOLUTIONS – Registrar

The Registrar reviewed six resolutions and recommendations arising from the 2022 CCBC AGM.

RESOLUTION ONE

That the College of Chiropractors of B.C. proactively address and redraft the PCH Section 15 on Diagnostic imaging. (Dr. Mark Foullong)

It was MOVED (Terri Van Steinburg)

That the College of Chiropractors of BC Board defer discussion on the resolution regarding redrafting the PCH Section 15 on Diagnostic imaging until this matter is resolved before the courts.

CARRIED (032/22-23)

Action: The CCBC Board was requested to schedule discussion of Resolution One regarding the Professional Conduct Handbook (PCH), Section 15, on Diagnostic imaging for the first Board meeting following a legal decision in the courts.

138 RESOLUTION TWO

139 That the CCBC amend Appendix N to include patient's stories for all patients as
140 acceptable evidence. (Dr. Norm Detillieux)

141
142 It was MOVED (Sue Powell)

143 That the College of Chiropractors of BC Board disagrees with the resolution to include
144 patient testimonials or stories as acceptable evidence and affirms support for:

- 145 • Part 14 Advertising and Public Relations of the Professional Conduct Handbook
- 146 • Appendix N – Acceptable Evidence of the Professional Conduct Handbook
- 147 • S. 85 Marketing of the Bylaws.

148 **CARRIED (033/22-23)**

149
150 During discussion, comments and questions were offered regarding:

- 151 • How current policy applies to online reviews, such as on Google
- 152 • Patients should be requested to remove posts that may be deemed problematic.

153
154 RESOLUTION THREE

155 That the College of Chiropractors of BC (CCBC) reduce the registrant fees by 20% to
156 reverse the increase that was seen from the cancellation of the Education in BC Fund.
157 (Dr. Brian Bittle)

158
159 It was MOVED (Sue Powell)

160 That the College of Chiropractors of BC Board take no action regarding resolution three.

161 **CARRIED (034/22-23)**

162
163 During discussion, questions and comments were offered regarding:

- 164 • An annual cost of living increase over 10 years would be equal to the increase in
165 registrant fees.

166
167 RESOLUTION FOUR

168 That the College of Chiropractors of British Columbia (CCBC) make future allowances to
169 either attend future live AGMs in person or via Zoom remote call. (Dr. Mike Rumpel)

170
171 It was MOVED (Terri Van Steinburg)

172 That the College of Chiropractors of BC Board acknowledges that meeting arrangements
173 and logistics are a matter of operations.

174 **CARRIED (035/22-23)**

175
176 During discussion, comments were offered regarding:

- 177 • No intention to eliminate Zoom capability for Board meetings
- 178 • Equity: the importance of virtual attendance for registrants in remote areas

179
180 RESOLUTION FIVE

- 181 a) That the College of Chiropractors of British Columbia (CCBC) amend 5.1 to specify that
182 the billing arrangement can cover more than one visit concurrently
- 183 b) That the College of Chiropractors of British Columbia (CCBC) amend 5.5 to specify that
184 payments can be accepted either pre- or post-patient visit. (Dr. Heidi Benda)

188 **It was MOVED (Elliot Mayhew)**

189 That the College of Chiropractors of BC Board affirm its support for Professional Conduct
190 Handbook Part 5 Fee Arrangements as approved in February 2020.

191 **CARRIED (036/22-23)**

192
193 During discussion, comments were offered regarding:

- 194 • Scenarios in which prepayment may be helpful to patients
- 195 • Post-payment tied to discounted treatment plans is problematic
- 196 • Prior to the PCH amendments of February 2020, prepayment of long-term treatment
197 plans generated numerous complaints/contacts (email/phone)
- 198 • Some chiropractors abused prepayment plans;
- 199 • It is in the public interest to prevent payment plans/ billing arrangements.

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201 **RESOLUTION SIX**

202 That the College of Chiropractors of British Columbia (CCBC) Directors report on the process of
203 Bill 36 and how current Regulations including diagnosis will be included. (Dr. Don Nixdorf)

204
205 **It was MOVED (Misty Watson)**

206 That the College of Chiropractors of BC Board acknowledges that staff are
207 communicating as appropriate with the public and registrants regarding the *Health*
208 *Professions and Occupations Act* implementation and amalgamation.

209 **CARRIED (037/22-23)**

210
211 During discussion, comments were offered regarding:

- 212 • Concern regarding how the *Health Professions and Occupations Act* (HPOA) will
213 affect diagnosis
 - 214 ○ Clarification that ICBC has not restricted the right of chiropractors to diagnose
215 but removed a report in which a diagnosis would previously have been included
 - 216 ○ There is no indication that scope is being changed.

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220 **6. EVIDENCE REVIEWS UPDATE – Policy Advisor**

221 Richard Simpson, Policy Advisor, referred to a distributed briefing note providing
222 background and updates on the new agreement with Ontario Tech University (OTU) to
223 deliver evidence reviews supporting regulatory policy development. Board members
224 were invited to submit topic suggestions to the Registrar or Policy Advisor for
225 consideration before the end of February 2023.

226
227 During discussion, questions and comments were offered regarding:

- 228 • The Global Summit of 2019, held in Toronto, hosted approximately 55 researchers
229 from around the world to discuss spinal manipulation and non-musculoskeletal
230 conditions
- 231 • Concern that research should not be commissioned without a clear need and
232 objective; funds should be held available to engage researchers on important issues
233 that may arise
 - 234 ○ Selected evidence review topics will serve the College for years to come and may
235 answer what can be done within an amalgamated entity to improve regulatory
236 policy
 - 237 ○ Rapid research need not be complaints driven

- The OTU contract is in place; the discussion is about how best to use the resources available to support the College
- Concern regarding staff capacity and organizational agility leading up to amalgamation
- Ph.D. student, Melissa Corso, worked previously with the College and will provide expertise on improving work with rapid evidence reviews, supporting long-term efforts toward good regulatory policy.

Action: The Policy Advisor was requested to distribute the work of Melissa Corso to the Board for information.

Action: Board members were requested to submit evidence review topic suggestions to the Registrar or Policy Advisor for consideration by the end of February 2023.

7. DIVERSITY, EQUITY AND INCLUSION NEXT STEPS UPDATE – *Communications Specialist*

Theressa Mah, Communications Specialist, referred to a distributed briefing note providing background, updates, and next steps for CCBC Diversity, Equity and Inclusion (DEI) benchmarking, highlighting:

- Global Diversity Equity and Inclusion Benchmarking (GDEIB) framework is a cost-effective method to study best practices and perform self-assessment with the most successful applications (and best practices) of DEI
- GDEIB baseline analysis includes four groupings, and 15 categories with five assessment levels at the strategic level
- There are 275 benchmarks for operational analysis
 - September 14, 2022, training discussed “Foundation” grouping
 - CCBC Leadership and Accountability were assessed to be at level four/progressive level
 - Progress to level five (best practice level) requires analysis of ways leadership can demonstrate accountability including:
 - Steps completed: The CCBC Board of Directors (the Board) approved the amended DEI Policy in December 2022, that waterfalled into the approval of the amended Board Manual
 - Next steps include:
 - Consideration of whether staff could undertake GDEIB to determine a baseline for the College
 - Follow the distributed workplan with quarterly progress reports and one Summary and Recommendations Report to the Board
- Opportunity to create DEI standards for the chiropractic profession and peers in Health Profession Regulation.

It was MOVED (Colin Bennett)

That the College of Chiropractors of BC Board approve the DEI workplan update as presented.

CARRIED (038/22-23)

During discussion, comments were offered regarding:

- Benchmarking allows the College to compare itself to a broad range of organizations that are demonstrably adhering to best practices

- Benchmarking is a good way for the College to remain accountable.

HEALTH BREAK

The meeting recessed at 2:30 p.m. and resumed at 2:49 p.m.

It was MOVED (Travis Morgan)

That the CCBC February 1, 2023 Board meeting move to a Closed Session.

CARRIED (039/22-23)

(Time: 2:49 p.m.)

The public is excluded from discussion on items in the Closed Board meeting under Bylaws s.13(5)(a) - *financial or personal or other matters of such a nature that the interest of any person affected or the public interest in avoiding public disclosure of those matters outweighs the public interest in board meetings be open to the public* and s.13(5)(i) - *instructions will be given to or opinions received from legal counsel under section 32, or any other matter that is subject to solicitor-client privilege.*

CONCLUSION

The Open Session of the February 1, 2023 College of Chiropractors of BC Board Meeting concluded at 2:49 p.m.

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Future Meeting Dates

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| • Wednesday, April 19, 2023 | CCBC Board Meeting |
| • Wednesday, June 14, 2023 | CCBC Board Meeting |
| • Wednesday, September 13, 2023 | CCBC Board Meeting |
| • Wednesday, October 18, 2023 | Board Teleconference |
| • Saturday, November 25, 2023 | CCBC Annual General Meeting |
| • Wednesday, November 29, 2023 | CCBC Board Meeting |