

Open Board Meeting Minutes
Wednesday, April 19, 2023
1:00 p.m. to 2:35 p.m. (in person)

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

Time: 1:01 p.m. – 2:45 p.m.

Attendees:

Dr. Johnny Suchdev	Board Chair
Terri Van Steinburg	Vice-Chair
Colin Bennett	Board Member
Dr. Paul Dhaliwal	Board Member
Dr. Christopher Gainor (Ph. D)	Board Member
Dr. Jennifer Forbes	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
Richard Simpson	Policy Advisor
Shelby Thiessen	Director of Finance
Elana Siu	Registration and Engagement Coordinator
Sandra Bao	Executive Coordinator
Theressa Mah	Communications Specialist
Dr. Bradley Yee	Professional Practice Lead
Dr. Colin McKay	Complaints Coordinator
Dione Costanzo	Recording Secretary, Raincoast Ventures Ltd.

Regrets: Ken Kramer, K.C. Board Member (on leave of absence)

1. CALL TO ORDER

Dr. Johnny Suchdev, Board Chair, called the College of Chiropractors of BC (CCBC) Board meeting to order at 1:02 p.m.

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

It was noted that the meeting was being recorded for minute-taking purposes. Approximately 36 observers registered to attend the meeting remotely were reminded of the meeting rules and guidelines, which were distributed in advance.

2. APPROVAL OF THE OPEN AGENDA – APRIL 19, 2023

It was requested that item 4, CCBC Strategic Plan Update, and item 7, the Registrar Report, be removed from the Open Consent Agenda for clarification.

It was MOVED (Terri Van Steinburg)

That the Agenda for the College of Chiropractors of BC Board Open Meeting scheduled April 19, 2023, be approved with amendments.

CARRIED (045/22-23)

3. CCBC STRATEGIC PLAN UPDATE

During discussion about the Strategic Plan, comments were offered regarding:

- The Strategic Plan Update is for work that has been undertaken this calendar year
- Going forward, the report will have differentiation between ongoing, complete, and new additions to the Plan, and the year will be included in all dates in the report.

It was MOVED (Sue Powell)

That the College of Chiropractors of BC Board accept the Strategic Plan Update as presented

CARRIED (046/22-23)

4. APPROVAL OF THE OPEN CONSENT AGENDA

3-2. Committee Member Appointments

- The following individual is recommended for appointment (new):
 - Dr. Day Deans-Buchan – Discipline Committee
- The following individuals are recommended for reappointment:
 - Dr. Johnny Suchdev – CEO Oversight Committee
 - Colin Bennett – CEO Oversight Committee

3-5. Ratification of Email Motion (Bylaws)

To ratify the email motion which was carried on February 10, 2023:

It was MOVED (Jacqueline Tarantino)

To approve the amendments to the bylaws as presented at the February 1, 2023 Closed meeting.

CARRIED

It was MOVED (Travis Morgan)

That the College of Chiropractors of BC Board approves the following consent agenda items included on the April 19, 2023 agenda as amended:

- 1) Approval of the February 1, 2023 Open Minutes
- 2) Committee Member Appointments
- 3) Correspondence Received
- 4) Ratification of Email Motion (Bylaws)

- 90 5) CCGI Stakeholder Report, March 2023
91 6) Reports from Committees:
92 a) Finance & Investment
93 b) Registration
94 c) Inquiry
95 d) Governance
96 e) Quality Assurance
97 f) Discipline.

CARRIED (047/22-23)

101 **5. Q2 FINANCIAL STATEMENTS**

102 Shelby Thiessen, Director of Finance, presented the Q2 Financial Statements with the
103 following highlights:

- 104 ● In the assets section, there is one item with no comparative number, a GIC
- 105 investment, because this is the first time these have been purchased for many years
- 106 ● In the net assets section, funds are set aside based on past Board direction
- 107 ● There is healthy revenue through licensing fees
- 108 ● The most variable revenue is investment income due to market volatility
- 109 ● The amount spent on wages is due to conversations around amalgamation and
- 110 uncertainty around hiring
- 111 ● CCBC will likely finish the year in surplus
- 112 ● Majority of spending always happens in Q3 and Q4, depending on what is needed for
- 113 special projects.

114 **It was MOVED (Sue Powell)**

115 That the College of Chiropractors of BC Board accept the Q2 Financial Statements as
116 presented.

CARRIED (048/22-23)

121 **6. GLOBAL DIVERSITY, EQUITY, AND INCLUSION BENCHMARKING UPDATE**

122 Theresa Mah, Communications Specialist, referred to a distributed briefing note which
123 contained the first benchmarking update for CCBC Diversity, Equity, and Inclusion (DEI),
124 highlighting:

- 125 ● In February 2023, the Board approved the first term's work report which covered work
- 126 done in first three months
- 127 ● The baseline development work is on track, and the first stage of implementation is
- 128 being rolled out
- 129 ● CCBC has achieved Level 3 in four of the five categories assessed
- 130 ● Level 5 was achieved in the leadership category by approving the process of building
- 131 a DEI baseline
- 132 ● There is more that can be done to strengthen each of the four Level 3 categories to
- 133 progress to the next level
- 134 ● The categories are Vision, Leadership, Structure, Recruitment, and Advancement
- 135 ● By the fourth timeframe, there will be a summary of findings and recommendations
- 136 for future progress
- 137 ● Seeking approval from the Board for the first term's report.

During discussion, comments were offered regarding:

- The benchmarking report is being reviewed with a policy advisor to move forward with vision
- There needs to be more formalization around processes that impact CCBC and its operations with regard to DEI
- CCBC does not collaborate with an external firm for recruitment any longer, and moved forward with internal team, using policy that was under development to be integrated into the recruitment plan
- The DEI policy was approved in 2022 and job descriptions are developed that are reflective of DEI, such as using language so that candidates were aware of equivalent qualifications and experience
- If there is a hiring panel for screening applicants, it must be ensured that there are diverse voices involved, and there is not a dominant culture in the room for these meetings
- A link to access the entire DEI benchmarking framework will be distributed to the Board and staff.

It was MOVED (Christopher Gainor)

That the College of Chiropractors of BC Board approve the Global Diversity, Equity and Inclusion Benchmarks Update for the first term as presented.

CARRIED (049/22-23)

7. REPORT FROM REGISTRAR

The Registrar arrived at the meeting and was asked to speak to the Registrar's Report that was pulled from the consent agenda.

A Board Member enquired about reconsidering Resolution #1 from the 2022 Annual General Meeting (AGM) as per the Board's commitment to review the resolution when the legal issues were resolved.

It was MOVED (Travis Morgan)

That the College of Chiropractors of BC Governance Committee accepted the Registrar's Report as presented.

CARRIED (050/22-23)

8. SURVEY REPORT - INDIGENOUS CULTURAL SAFETY, HUMILITY, AND ANTI-RACISM PRACTICE STANDARD

Michelle Da Roza, Registrar, presented the results of the Indigenous Cultural Safety, Humility, and Anti-racism Practice Standard Survey which was done in September 2022. The Survey was done in collaboration with 10 regulatory colleges to collect information that will inform an Indigenous Cultural Safety, Humility, and Anti-Racism Practice Standard. The data was reviewed in an overall way that compared CCBC to the aggregate information from the 10 that participated.

During review of the results the Registrar noted the following:

- The work to develop this Standard will continue after amalgamation
- Registrants were surveyed in order to set the baseline so that success can be measured, and it can be demonstrated that patient care is becoming safer
- 3,300 registrants from the 10 colleges participated; for the College of Chiropractors of British Columbia, responses were received from 335 registrants, reflecting a 24% response rate
- The colleges will work together using the information gathered through the survey to identify and develop resources that pertain specifically to each of the six sections of the Standard
- The Indigenous Cultural Safety, Humility, and Anti-Racism Practice Standard was launched without a lot of resources behind it, and more work needs to be done so that registrants feel supported in implementing the Standard
- The next opportunity to collect more data through survey needs to be determined, and how often surveys should be done, ensuring there are clear goals to support progress in this initiative.

During discussion, comments were offered regarding:

- Numbers from the survey are based on what people are willing to report
- There is a need for Indigenous Cultural Safety and DEI resources for registrants.

9. EVIDENCE REVIEW TOPICS - UPDATE

Richard Simpson, Policy Advisor, presented an update on Evidence Review Topics following a discussion with Ontario Tech University (OTU) on the development of the first research topic. At the February 1, 2023, there was a new agreement for OTU to provide review services. After an April 3, 2023 meeting with OTU researchers, the following updates were shared:

- OTU provided information about additional funding through the Mytacs program, which is designed to promote innovation
 - This funding has been approved and will enable two studies to be done
- Richard Simpson discussed with OTU researchers the government announcement about adding funding to mental health and substance abuse, and whether there could be a role CCBC as part of the government priority
 - This would entail the development of a draft research question that could support chiropractors to support patients who have mental health issues
 - It is not known if there are screening tools or best practices that chiropractors can use to support patients
 - OTU has been enthusiastic about developing this research project and will provide draft wording for the research question in a few weeks
- The second research project will be completed by PHD candidate Melissa McMillan who will compare results of rapid reviews vs systematic reviews
 - The results of this research could be very important as an organization that can use rapid reviews will get more out of its budget for research and evidence review development
- The first of three annual payments has been made to OTU.

During discussion, questions and comments were offered regarding:

- Mental health is an excellent topic as many patients self-declare as needing support

- Data about the shift towards use of opioids by chiropractic patients vs non-chiropractic patients could be helpful
- There is a lack of family doctors and chiropractors are finding themselves in a triage role and determining when patients need to go to a medical doctor.

10. FEDERATION OF CANADIAN CHIROPRACTIC REGULATORS (FCC) GUIDING PRINCIPLES OF ETHICS

The Registrar noted the following highlights about the FCC Guiding Principles of Ethics:

- The FCC Guiding Principles is in rough draft
- There were meetings pre-COVID around the national code of ethics as there is a desire to have consistency across the country
- Smaller organizations use the Regulator Code of Ethics
 - This could impose conflict between existing and new code of ethics
- The Registrar suggests that the FCC Guiding Principles document be approved in principle which will lend support for the direction.

It was MOVED (Sue Powell)

That the College of Chiropractors of BC Board of Directors approve the Federation of Canadian Chiropractic Regulators (FCC) Guiding Principles as presented.

CARRIED (051/22-23)

(6 opposed)

CONCLUSION

It was MOVED (Christopher Gainor)

That the College of Chiropractors of BC Board of Directors Open Meeting held April 19, 2023 be now concluded.

CARRIED (052/22-23)

(Time: 2:35 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.

Future Meeting Dates

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| • 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 |