

**COLLEGE OF MASSAGE THERAPISTS of BRITISH COLUMBIA
PUBLIC BOARD MEETING
SUITE 304 – 1212 WEST BROADWAY AVENUE - VANCOUVER, BC
AUGUST 27, 2012
1:30 P.M.**

MINUTES

IN ATTENDANCE

Board Members

James McGettigan (President)
Beth Sampson (Vice President)
David Crawford
Rebecca Darnell
Lynne Harris
Robin Perry
Jennifer Slauenwhite
Voula Soursos
Marilynne Waithman

Susan Addario (Registrar/CEO)

ALSO IN ATTENDANCE

Annette Ruitenbeek, Deputy Registrar
Amador Astudillo, Director of Corporate Services
Brenda Locke, Executive Director, Massage Therapists' Association of BC
Nancy Bohonoski, Massage Therapists' Association of BC

REGRETS

Naseem Gulamhusein
Carolyn Krawczyk

1. CALL TO ORDER

The meeting was called to order by the President at 1:30 p.m.

2. APPROVAL OF AGENDA

A member asked for a discussion of the protocol for public speaking on College's behalf. This was added to the end of the agenda.

CARRIED, as amended.

3. APPROVAL OF MINUTES

MOTION to approve the Minutes of the Board Meeting of June 24, 2012 - **CARRIED.**

4. BUSINESS ARISING FROM PREVIOUS MINUTES

(a) Approval of College Committees

Proposed committee assignments were circulated at June meeting. There was a request to add Robin Perry to the Accreditation Committee. New public appointee Lynne Harris has not yet had an opportunity to consider which Committees she will join. Before the next Board meeting, Ms. Harris will confer with the registrar and be added to Committees with the approval of the Chairs.

MOTION to approve Committee assignments as amended - **CARRIED.**

5. PRESIDENT'S REPORT

(a) Executive Committee Minutes – June 18, 2012

The President reported that the Executive Committee had met once since the Annual General Meeting, primarily to set the agenda for the Board meetings. There were no questions or comments about this report.

6. REGISTRAR'S REPORT

(a) Invitation to sponsor and participate in National MT Research Summit

The College has received an invitation from the RMTAO to participate in a one-day research summit in Toronto in November, to discuss the creation of a national agenda for massage therapy. After discussion, the Registrar was asked to seek additional information about the summit and to report to the Executive Committee for a decision.

MOTION to delegate responsibility for this item to staff - **CARRIED.**

(b) The Registrar and Deputy Registrar met with representative of *Telus e-Health*, a central registry/provider which serves as conduit between insurance companies and individual RMTs with regards to billing. There are benefits to Registrants from participating in the central registry, which include direct deposit into payees' bank accounts. There are also some risks, including breach of privacy of registrants' data and the potential for fraud.

A board member will be attending an anti-fraud conference in September and will be able to add information on this topic.

7. GENERAL BUSINESS:

(a) Discussion of Resolutions from the June 24, 2012 Annual General Meeting

The Registrar briefly reviewed the advice provided by staff members and legal counsel with regards to the AGM resolutions, provided in a memo circulated with the Board materials.

(i) Refund of fines for non-reporting of CEC courses: "BE IT RESOLVED that the CMTBC not implement these fines until the beginning of Cycle 9, November 1, 2012 and be it further resolved that the membership is given additional notice in the same communication as the registration renewal notice."

The Registrar noted that of the \$10,000 in fines that had been assessed to date, a little more than \$4100 has been collected. The current Bylaws do not provide a mechanism for response to non-payment of fines. Changes are required to the Bylaws to bring the enforcement of the fine schedule into effect.

MOVED, that the CMTBC not implement fines for the non-reporting of CEC courses in the time period required, until the beginning of Cycle 9, November 1, 2012, and that the membership is given notice about this in communications from the College about registration renewal fees. **CARRIED**.

The College will use every communication available including the upcoming issue of *Touchstone* and an e-blast in September to include clear communication that fines levied in Cycle 8 will be rescinded. The fine schedule will begin in Cycle 9, on approval of Bylaw changes.

(ii) Strategic Planning: "BE IT RESOLVED that the CMTBC establish a committee with the MTABC and other stakeholders, to develop a strategic plan and cooperative vision for the profession in order to serve the best interests of British Columbians."

The Registrar reviewed the advice received on this proposal. The strategic plan resolution does not fall within the College's mandate. The College cannot share its responsibility for governance with other organizations. Other stakeholders by definition have interests that differ from the mandated duty of the College, which is to

protect the public. Stakeholder consultation can be an appropriate method to determine the environment that the College's strategic planning addresses.

MOVED that the CMTBC establish a committee with the MTABC and other stakeholders to develop a strategic plan and cooperative vision for the profession in order to serve the best interests of British Columbians.

Discussion

Several members spoke against the motion. While consultation is important, and a consultative process should happen prior to strategic planning session, strategic planning is mandate of the College. Others spoke in favour of the motion: strategic plan is not about deferring to stakeholders; it is about working with its stakeholders.

A member called the question.

MOTION FAILED.

(iii) Pursuit of undergraduate degree program: "BE IT RESOLVED that the CMTBC Board actively promote, by striking a special committee, the advancement of the profession through a Bachelor's Degree in Massage Therapy."

The Registrar reviewed the advice in the memo. The resolution is not within the College's mandate to act to protect the public interest. The provincial government has told College we should not use arbitrary standards as a barrier to registration. Requiring a degree can be seen as constituting an unnecessary restriction to practice that does not serve the public interest.

MOVED that the CMTBC Board actively promote the advancement of the profession through a Bachelor's Degree in Massage Therapy.

Discussion:

A Board member noted this is contrary to the provisions of the Agreement on Internal Trade. It would set a different education standard for B.C. practitioners, compared to Ontario and Newfoundland/Labrador RMTs. Another member pointed out that *HPA* allows for a degree program; do we have a mechanism to assess whether having a degree program is in the public interest?

A member suggested that the development of a degree program is the responsibility of the educational institution; their curriculum has to be passed by university/college senate. Does the resolution require the College to lobby a university to develop a degree? Another member responded that Kwantlen College has indicated it wants to have a degree but wants to know where the College stands on this issue.

A member asked for clarification regarding the fundamental driver for developing a program that results in a degree for RMTs. Who/what should be driving this? How does this fit the College mandate? It was suggested that this project is more appropriate for the professional association.

A member asked to call the question.

FAILED (with one abstention)

(iv) Prerequisites to massage therapy education: “BE IT RESOLVED that the education prerequisites of Grade 12 English and Chemistry and first year Biology be reinstated. Be it further resolved that the CMTBC promote these prerequisites with their Canadian regulatory counterparts.”

MOTION to adopt the resolution regarding Grad 12 English and Chemistry and First year Biology.

Discussion:

A member clarified that the role of the College is to set entry-to-practice requirements. The role of the schools/education programs is to set prerequisites. There was a suggestion that instead of switching the focus to school prerequisites, the Board addresses the Accreditation Committee’s motion regarding national accreditation.

A member asked to call the question.

FAILED (with one abstention)

(b) COMMITTEE REPORTS

(i) Accreditation

The Chair had directed staff to contact Dr. David Cane to pursue a national accreditation model. The Chair acknowledged that through David Cane’s facilitation and guidance, the College amassed extensive subject matter expertise, and can provide leadership in moving toward national accreditation, recommended in the National Consortium’s final report. As a clarification of the current situation, it was noted that the College acts as “subject area expert” when PCTIA accredits schools. CMTBC’s role in accreditation is to recognize the role of PCTIA as school accreditor, and approve the curriculum delivery process.

MOTION that the Board accept and adopt the Recommendations of the project team which developed Performance Indicators to the Practice Competencies, completing the inter-jurisdictional *Occupational Competency Profile* (list of recommendations attached in support documents.) **CARRIED.**

As a point of clarification, it was noted that the recommendations from the National Consortium of Regulators formed part of the Performance Indicators (PI's) document that was completed in March 2012 and presented to the Board in May 2012. The College Board approved the PI's but not the recommendations at that time.

MOTION that the Board directs the Accreditation Committee with staff support to recommend an appropriate allotment of financial and staff resources required for the College to transfer its accreditation process to an independent, third party accrediting body, with the goal of forming a national accrediting body of massage therapy programs. **CARRIED.**

Staff members reported that in discussions with colleagues at the CMTO and CMTNL, there is movement toward issuing a request for proposals on national accreditation. Prior to the national accreditation discussion, there will be a meeting to discuss accreditation involving B.C. stakeholders, to determine BC's position of this issue.

(ii) Discipline

The Chair of the Discipline Committee reported that the Committee has been trained by legal team, and is prepared for a hearing. The Director of Compliance recommends regular training for Discipline Committee members (and hearing appointees), which she will provide. It has been a challenging and costly process to establish foundational material, including training material. This is now complete.

The Chair of Inquiry Committee (IC) noted that timelines can be critical – if IC requires that a case moves to Discipline Committee, the hearing panel has to be ready to go. This system is now in place.

(iii) Finance & Audit

The Committee Chair reviewed the work that had been accomplished *in camera*. The Director of Corporate Services has improved the financial reporting capacity of College. A report on year-to-date finances was presented. Although the College is slight over budget, this is not a concern, as the staff members have now developed a process for identifying forecasted costs. The Committee will be developing a process for budgeting and a recommended reporting structure to Board.

(iv) Inquiry

The Chair reported that there are currently 22 open and active investigation files. She acknowledged the work of the Director of Compliance, who has moved many files along in a short time. She carries a full-time case load, and has appointed investigators for those cases that are nearing deadlines. Training is being arranged for inquiry committee panels.

The Chair indicated that the College will be considering the need to contract out case work to a law firm specializing in this area to deal with work flow issues. Until we have an additional staff member, there will continue to be a need for outside assistance from investigators and lawyers.

(v) Quality Management

The Chair reviewed the report of the Committee.

MOTION that the Board approve in principle the recommendation of the Quality Management Committee to develop a three-pronged approach to quality assurance and continuing education requirements, encompassing:

- A mandatory self-assessment tool for use of Registrants,
- Mandatory and non-punitive quality assurance measures, and
- A continuing education program, mandatory with a voluntary component of course selection.

CARRIED.

(vi) Registration

The Chair reviewed the report that was distributed with the Board materials. There were no questions.

(vii) Research

The Chair reviewed the report distributed with the materials and reminded the Board of a previous commitment to promote research into best practice guidelines.

(viii) Unauthorized Practice

The Chair reviewed the report that had been distributed. She clarified that the role of the Committee is protection of the massage therapy title. She clarified that the Unauthorized Practice Committee is not mandated by the *Health Professions Act*. The Board can reassign the work of the Committee to Director of Compliance.

MOTION to move the meeting *in camera* at 4:53 pm, to continue discussion of an Inquiry matter. **CARRIED.**

MOTION to move the meeting back to open session and to extend meeting until 5.00 p.m. **CARRIED.**

(c) Development of an Information Technology Plan for the College

The Chair of Finance & Audit Committee introduced this discussion, including consideration of how the College currently uses technology. The Director of Corporate Services then provided an overview of the College's proposed development of a plan for use of technology.

MOTION that the Board approve immediate release of approximately \$30,000 to develop a technology plan. Details from the technology plan will be used to provide a basis for the 2013 budget, as well as inform the strategic plan to be formulated in November 2012. **CARRIED.**

(d) Proposed Email Policy

MOTION that the Board approve the proposed Email Policy for the College, as circulated. **CARRIED.**

(e) Strategic Planning Session - Timing and Personnel

The staff will canvass Board members for consensus on their availability. A Board member has offered office Board room and break-out rooms, free of charge. Board members expressed thanks for this generous contribution. It was suggested that the College renew its contract with previous consultant who facilitated strategic planning.

(f) Proposed Holiday Season Closure

MOTION that the Board approve the proposal for the holiday season closure, as circulated. **CARRIED.**

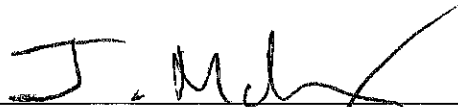
Board members asked that during the holiday closure that there be provision on voice mail and website for emergencies and that College staff respond within 24 hours.

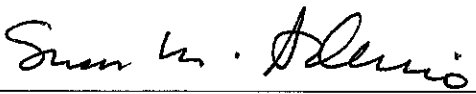
NEW BUSINESS:

- (a) A board member suggested that Board consider setting a meeting schedule for the next year to help Board members (and those who wish to stand for election) plan their calendars.
- (b) Request for a discussion of the appointment/selection of individuals who represent the CMTBC in the media – Deferred to the next meeting.

8. **DATE OF NEXT BOARD MEETING** – November 19, 2012 at 10 am.

9. **MOTION TO ADJOURN** at 4.45. p.m.


James McGettigan, President


Susan Addario, Registrar