

**COLLEGE OF MASSAGE THERAPISTS OF BRITISH COLUMBIA
PUBLIC BOARD MEETING
SUITE 304 – 1212 WEST BROADWAY AVENUE, VANCOUVER, B.C.
NOVEMBER 19, 2012
MINUTES**

In Attendance:

James McGettigan (in the chair)	Carolyn Krawczyk
David Crawford	Robin Perry
Rebecca Darnell	Beth Sampson
Lynne Harris	Jennifer Slauenwhite
Marilynne Waithman	Voula Soursos

Also attending:

Susan Addario, Registrar/CEO	Brenda Locke, ED, MTABC
Amador Astudillo, Director, Corporate Services	Nancy Bohonoski, MTABC
Joelle Berry, Director, Compliance	
Annette Ruitenbeek, Deputy Registrar	

1. CALL TO ORDER

The meeting was called to order at 5:25 pm by James McGettigan.

2. APPROVAL OF AGENDA

The Agenda was approved, with the removal of Agenda item 7 (b)(vi), the Report of the Unauthorized Practice Committee, which had been deal with *in camera*, and Agenda item 7 (c), which was given during the *in camera* portion of the meeting.

3. APPROVAL OF MINUTES

Motion to approve minutes from the following meeting:

- August 27, 2012 Board Meeting Public Portion - *Carried.*

4. BUSINESS ARISING

- (a) Additions to Membership of College Committees:
Lynne Harris has been added as a member to the Finance & Audit Committee and to the Discipline Committee.

5. PRESIDENT'S REPORT

The President reported that the Executive Committee had met once since the August Board meeting, to discuss human resource issues and the strategic planning session.

6. REGISTRAR'S REPORT

The Registrar reported briefly on a massage therapy research summit she had attended on November 2, 2012, along with Ms. Alison Esser, a member of the Research Committee. A detailed workshop report is being prepared by the conference facilitator and will be made available to the Research Committee and the Board in the new year. The Registrar spoke briefly about the role of research in informing and strengthening the role of the public regulator, particularly in the areas of quality assurance, public perceptions of massage therapy, and the relation of scope of practice to the profession's entry to practice requirements.

7. GENERAL BUSINESS

(a) Report of Discussion and Motions from the *In Camera* Portion of the Meeting

The Board discussed the following items during its *in camera* meeting:

- A human resource matter;
- The proposed 2013 budget;
- A request-for-proposals for a technology plan;
- A report from the Inquiry Committee;
- A report from the Unauthorized Practice Committee;
- Revisions to the College's Bylaws.

The Board passed motions relating to the following items:

- Acceptance of the 2013 Budget, as recommended by the Finance & Audit Committee;
- Acceptance of the proposed technology plan and charter, including an allocation for the first year of the plan;
- Acceptance of a report from the Inquiry Committee, and approval of the Inquiry Committee minutes;
- Acceptance of a report from the Unauthorized Practice Committee;
- Acceptance of amendments to the College's Bylaws.

(b) Committee Reports

(i) Discipline

The Discipline Committee has no active matters before it at this time.

(ii) Finance & Audit

David Crawford provided a brief oral update, summarizing the report from the *in camera* session. The projected budget for 2013 is cash-flow neutral within 2-3%. This budget represents a significant investment in information technology, with the goal of providing better service to the public, registrants and applicants. There are no changes to registration fees for the coming year.

(iii) Inquiry

Rebecca Darnell provided highlights from the report that was pre-distributed. There are twenty open and active files with the Committee at this time. A complaint that has been with the College for five years and that had been before the HPRB has been resolved through mediation.

(iv) Quality Assurance

Marilynne Waithman reviewed the activities of the Committee since the last meeting and described two requests for extension of the time for completion of continuing education requirements that had been granted by the Committee.

Motion that the Board ratify the Quality Assurance Committee's approval of two requests for extension of the deadline for completion.

Carried.

(v) Registration

James McGettigan reviewed the highlights of the pre-distributed report, summarizing the work of the Registration Committee for the past three months.

Motion that all Committee Reports presented be accepted by the Board.

Carried.

(c) Anti-fraud Conference Report

This has been report has been deferred to the next Board meeting.

(d) Report on Influenza Policy

Joëlle Berry, Director of Compliance, outlined the provincial health strategy with respect to influenza prevention. All regional health authorities have adopted the provincial requirements for vaccination of front line health care workers. Those health care workers who choose not to receive a vaccination will be required to wear a mask. Registered massage therapists are in a unique position in respect of this requirement; most are not employees of regional health authorities.

A Member noted that the timing of this strategy is not optimal: late November is well into the influenza season. It would be difficult to make a requirement of this nature without being able to assess or enforce compliance.

A Member suggested that the College consider an advisory statement on this issue. While the College would not make this a mandatory requirement, it would be wise to recommend to registrants that if they are with vulnerable patients and they choose not to receive an influenza vaccination, they consider wearing a mask. Ms. Berry agreed, and said that she would undertake the preparation of such an advisory statement. Ms. Slauenwhite offered to assist her. It was recommended that teaching programs be included on the list of recipients of the advisory statement, as students often work in outreach placements that have vulnerable populations.

(3) Proposed Meeting Schedule for 2013

The Registrar proposed the following months for Board Meetings is 2013: January, March, May, September and November. The re-scheduled strategic planning weekend could be co-located with the January Board meeting; the Annual General Meeting could precede the March or May Board meeting. This arrangement would minimize costs and maximize the efficiency of members' time.

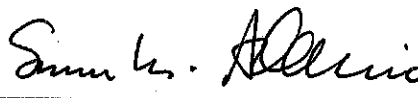
David Crawford offered the use of his company's Board Room for the January strategic planning session. The Registrar agreed to follow up with David, and send out suggestions for a weekend date.

8. DATE OF THE NEXT BOARD MEETING - To be determined, with the strategic planning weekend.

9. ADJOURNMENT

The meeting adjourned at 6:20 pm.


James McGettigan, President


Susan Addario, Registrar