

**COLLEGE OF MASSAGE THERAPISTS OF BRITISH COLUMBIA
BOARD MEETING (PUBLIC PORTION)
SUITE 304 – 1212 WEST BROADWAY AVENUE, VANCOUVER, B.C.
JUNE 13, 2013
MINUTES**

In Attendance:

Robin Perry (in the chair)	Rich Ingram
David Crawford	Carolyn Krawczyk (via weblink)
Lynne Harris	Voula Soursos
Lorna Pawluk	Lizette Tucker
	James McGettigan (Past President)

Regrets:

Marilynne Waithman

Also attending:

Susan Addario, Registrar/CEO	Lisa Fong, Ng Ariss Fong
Amador Astudillo, Director, Corp. Services	Brenda Locke, Massage Therapists' Assoc. of BC
Joelle Berry, Director, Compliance	Nancy Bohonoski, Massage Therapists' Assoc. of B.C.
Annette Ruitenbeek, Deputy Registrar	

1. CALL TO ORDER

The meeting was called to order at 3:14 by Robin Perry.

2. APPROVAL OF AGENDA

Motion to accept the agenda. *Carried.*

3. APPROVAL OF MINUTES

Motion to approve minutes from the April 11, 2013 Board meeting:
Carried (Mr. Ingram and Ms. Tucker abstaining).

4. BOARD MEMBER DECLARATIONS OF BIAS/CONFLICT OF INTEREST

There were no declarations of bias or conflict of interest.

5. REGISTRAR'S REPORT

5.1 Election of Executive

The Registrar announced that Robin Perry had been elected President and Voula Soursos had been elected Vice President.

5.2 Composition of Committees

The Registrar reported that the Board had approved membership on the following College Committees:

Registration: James McGettigan, Marilynne Waithman, Catherine Ryan, Jane Abbott, Lizette Tucker (Chair)

Patient Relations: Lizette Tucker, Marilynne Waithman, Randy Persad, Michael Wiebe, Rich Ingram (Chair)

Quality Assurance: Alison Esser, Bianca Ashe, James McGettigan, Sandra Kriese, David Howes, Marilynne Waithman (Chair)

Finance & Audit: Robin Perry, Lynne Harris, Chris Hagey, David Crawford (Chair)

Discipline: Lynne Harris, Robin Perry, Lionel Webb, Michael Wiebe, Catherine Ryan, Marilynne Waithman (Chair)

Inquiry: Rebecca Darnell, Brent Rowland, Christine Schactner, James McGettigan, Voula Soursos, Angela Dickson, David Watt, Lorna Pawluk (Chair)

5.3 Annual General Meeting Resolutions

The Registrar reported that the Board had deferred consideration of the resolutions until its next meeting.

5.4 4 Health Regulators' Organization of BC (HROBC)

The Registrar provided a brief presentation on the mandate and activities of the HROBC, and showed a video outlining the new health regulators' Public Awareness Campaign, which will be rolled out starting in the fall of 2013.

By consensus, the Registrar's report was accepted.

6. BUSINESS ARISING

6.1 April 9, 2013 MTABC FIPPA request for financial records

The Director of Compliance confirmed that this request has been satisfied.

6.2 2 MTABC/CMTBC proposed meeting

The Registrar reported that this matter had been discussed *in camera* and that a Board member had been designated to contact the MTABC with a proposed date for a first meeting.

7. NEW BUSINESS

7.1 Bylaw Amendment Project

Ms. Berry reported that the Bylaw amendments approved by the Board at its April 11, 2013 meeting had been submitted to the Ministry of Health, but were not yet filed by the Ministry. To date, comments have been received from the MTABC on the amendments which are posted on the College website.

7.2 National Accreditation Planning Committee

The Deputy Registrar provided an update on the work of the Planning Committee, which had met in the first week of June in Ontario. Communication Bulletin #3 has now been posted on the College website, which sets out the vision for massage therapy accreditation in Canada.

7.3 Committee reports

7.3.1 Registration

James McGettigan, Chair, provided a brief report to the Board on recent discussions at a day-long meeting of the Committee. The Committee heard a detailed presentation from the College's psychometrician, Dr. Michaela Geddes of Yardstick. The Committee recommends to the Board that it approve in principle pursuing an update of the blue-printing of the registration examinations.

Motion: To approve in principle updating blue-printing of the licensing examinations and return to the Board with a recommendation for specific instructions for implementation. **Carried.**

Motion: To pursue collaboration with Ontario regulator for an exam item bank, and to report back with recommendations to the Board. **Carried.**

Motion: To reject suggestions for Bylaw amendments dealing with electoral districts and temporary registration. **Carried.**

7.3.2 Quality Assurance Committee

No report.

7.3.2 Inquiry

Ms. Berry reported for the Chair, Rebecca Darnell. There are 19 open and active files. All old files have undergone necessary suspension periods as required by legislation, and jurisdiction has been retained on all of them. There are currently three matters before the Health Professions Review Board (HPRB).

Motion: To adopt the June 13, 2013 report to the Board on the Inquiry Committee's activities. **Carried.**

7.3.4 Patient Relations

The Registrar distributed and spoke to a memorandum from the Deputy Registrar, outlining the responses to the "Too Close for Comfort" assignment, following the presentation at the AGM.

7.3.5 Finance & Audit

7.3.5.1 David Crawford, Chair, presented the year-to-date financial report. Revenues are as budgeted and expenses are slightly under budget. The technology upgrade project is under way and 50% complete. The College is on target to meet the budget approved by the Board in November 2012.

7.3.5.2 Mr. Astudillo, Director of Corporate Services, provided an update of the progress on the technology upgrade, including automation of the College's business processes and a revamped website.

7.4 New FIPPA requests

7.4.1 Ms. Berry reported that, in addition to the FIPPA request received from the MTABC on April 9, 2013, the College had received six new FIPPA requests from the MTABC. The College is in the process of retrieving material to respond to those requests.

7.4.2 Ms. Berry reported that a FIPPA request had been received from Aequilibrium, a software firm that was not successful in bidding on the technology plan RFP.

8. Board Member motions/information requests

8.1 1 Update on the National Accreditation Planning Process

A member asked what the College's financial obligations or commitments were to this project. The College provides the Deputy Registrar's time, only.

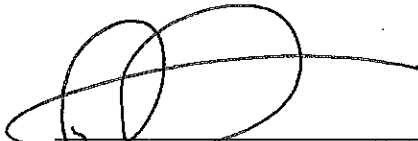
9. Schedule Dates for Strategic Planning Session

The Registrar proposed the weekend of August 24th and 25th, based on the information provided to date on Board members' schedules. Some Board members will not be available to attend. The Chair asked the Registrar to canvass Board members again, and provide him with an update.

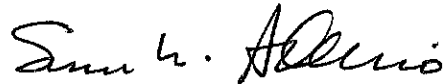
10. Schedule Dates for future Board Meetings

The Registrar proposed a half day on either side of the strategic planning session, as well as a day in October. A member asked if Board meetings could be set a year in advance, as is the case with other regulatory bodies. The Registrar will consult Board members for their schedules for the remainder of the calendar year.

11. Motion to adjourn the public meeting at 4:55 pm.



Robin Perry, Chair



Susan Addario, Registrar/CEO