

COLLEGE OF MASSAGE THERAPISTS OF BRITISH COLUMBIA
BOARD MEETING – PUBLIC PORTION
304 – 1212 WEST BROADWAY, VANCOUVER, BC
MONDAY, JUNE 8, 2015 AT 2:50 PM
MINUTES

In Attendance:

Cathy Ryan (in the Chair)
Nicholas Aubin
Lynne Harris
Kathryn Hodgson
Claudia Lee

Shoko Nagai
Lorna Pawluk
Brent Rowland
Marilynne Waithman
Michael Wiebe

Regrets:

Perminder Tung

Also Attending:

Susan Addario (Registrar/CEO)
Michele Gocolay (Legal Assistant)

1. CALL TO ORDER

The meeting was called to order at 2:50 pm.

2. ROLL CALL OF MEMBERS PRESENT

3. APPROVAL OF THIS AGENDA

Motion: To approve the agenda as circulated before the meeting. *Carried.*

4. APPROVAL OF PREVIOUS MINUTES

Motion: To approve the previous minutes as circulated before the meeting. *Carried.*

Note: Ms. Nagai & Ms. Hodgson abstained from voting on the motion.

5. BOARD MEMBER DECLARATIONS OF BIAS/CONFLICTS OF INTEREST RE AGENDA ITEMS

None.

6. CHAIR REPORT

Ms. Ryan presented her brief report to the Board, thanking the committees for their work this past year.

7. REGISTRAR REPORT

Ms. Addario presented her report to the Board, including the following topics:

- Ministry of Health approval for the amended Bylaws;
- Technology updates;
- Communication projects.

8. COMMITTEE REPORTS

8.1. Discipline

Dr. Waithman provided a summary of the report, noting that the College has had one lengthy hearing (over three weeks) and two shorter hearings. A penalty hearing is scheduled for the summer.

8.2. Finance and Audit

Ms. Addario provided a summary of the Finance & Audit report, outlining current issues with respect to revenues and expenses. Revenue is lower than anticipated as a result of fewer candidates for registration and fewer active registration renewals than predicted.

Expenses for examinations have decreased as a result of lower exam numbers. The College has also postponed several projects, in light of the forecasted increase in the expenses associated with discipline hearings and investigations. Although the postponed projects have lowered the costs for consultants and other professional fees, the increase in costs for complaint management is forecasted to put the College in a deficit position for 2015.

Finance & Audit Committee has asked staff to schedule a budget workshop in July for all interested Board members and senior staff, which will include a discussion of cash flow and methods for dealing with the shortfall in the restricted reserve. The F&A Committee will meet in mid-August to review a full budget proposal, which will take into account Committee projects for the coming year and proposals on fees.

8.3. Governance and Human Resources

Ms. Harris provided a summary of recent activity, including the work on the strategic plan.

Motion: To approve the Strategic Plan Document & Strategic Map as circulated before the meeting. **Carried.**

8.4. Inquiry

Ms. Pawluk provided a summary of her report, including an update on the number of active files and closed files. She also provided an update on the judicial review of one of the Inquiry Committee's S. 35 orders.

8.5. Patient Relations

Ms. Addario noted that the Committee has not met since last Board meeting. There is, however, an updated proposal for the financial assistance program previously discussed.

Motion: To accept the proposed Patient Relations Financial Assistance Program as presented to the Board, and have the program reviewed by the Governance Committee at some point in the future. **Carried.**

8.6. Quality Assurance

Dr. Waithman provided a summary her report, including an over of new resources for Quality Assessment tools and lifelong improvement projects. She noted the negative impact of the Finance budget forecast on the committee's projects for the remainder of the year.

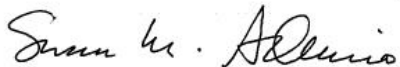
8.7. Registration

Ms. Ryan provided a summary of her report, including a brief review of the recent registration examinations and a report on successful applicants.

Motion: Moved to accept all committee Reports as presented. **Carried.**

9. ADJOURNMENT

Motion: To adjourn the meeting at 4:10 pm. **Carried.**



Susan Addario, Registrar & CEO



Catherine Ryan, Chair