

**COLLEGE OF MASSAGE THERAPISTS OF BRITISH COLUMBIA**  
**BOARD MEETING – PUBLIC PORTION**  
**304 – 1212 WEST BROADWAY, VANCOUVER, BC**  
**Friday, September 9, 2016 AT 9:31 AM**  
**MINUTES**

---

**In Attendance:**

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

Shoko Nagai  
Brent Rowland  
Perminder Tung  
Michael Wiebe

**Regrets:**

Nicholas Aubin  
Lorna Pawluk  
Marilynne Waithman

**Also Attending:**

Eric Wredenhagen (Registrar/CEO)  
Annette Ruitenbeek (Deputy Registrar)  
Kate Parisotto (Compliance Director)  
Michele Gocolay (Legal Assistant)

**1. CALL TO ORDER**

The meeting was called to order at 9:31 am.

**2. ROLL CALL OF MEMBERS PRESENT**

**3. APPROVAL OF THIS AGENDA**

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

**4. APPROVAL OF PREVIOUS MINUTES**

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

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

None.

**6. BUSINESS ARISING**

**6.1. Correspondence with CMTCA Regarding Clinical Practice Hours**

Mr. Wredenhagen gave a brief overview of correspondence between the College and CMTCA in relation to CMTCA's draft standard around clinical practice hours.

## **7. CHAIR REPORT**

Ms. Ryan thanked Mr. Wredenhagen and the staff for a seamless transition to the new Registrar. She had nothing further to report.

## **8. REGISTRAR REPORT**

Mr. Wredenhagen presented his report to the Board. He discussed the following topics:

- recent meetings with Brenda Locke, the Executive Director of RMTABC;
- recent discussions with Ms. Loeffler of CMTCA concerning CMTCA's funding model and operational queries;
- recent developments relating to FOMTRAC, including the production of a French language video;
- plans for identifying a new database system for the College, including a scheduled meeting with CRNBC; and
- an update on the renewal of three board members: Mr. Aubin, Dr. Waithman and Mr. Tung.

## **9. NEW BUSINESS**

### **9.1. Approval of the 2017 Budget/Discussion of Fee Increase**

Mr. Astudillo presented the report of the Finance & Audit committee on behalf of Mr. Crawford. The report included discussion of new expense categorizations for internal purposes and a projected year-end forecast, which incorporated the costs of anticipated legal proceedings.

The proposed budget for 2017 was presented.

The Board determined to discuss the amendment to Schedule B of the Bylaws (Fees) after the *in camera* portion of the meeting.

### **9.2. Committee Reports**

#### *9.2.1. Inquiry Committee Report*

Mr. Rowland presented the report on behalf of Ms. Pawluk. He noted that the Committee has opened 27 files in 2016 and disposed of 28 files in 2016. He also noted that there are currently two reviews of Inquiry Committee dispositions before the Health Professions Review Board.

#### *9.2.2. Governance & Human Resources Committee Report*

Ms. Harris presented her report. She discussed the work of the Governance & Human Resources Committee in hiring a new Registrar for the College. She welcomed Mr. Wredenhagen as the new Registrar.

#### 9.2.3. *Patient Relations Committee Report*

Mr. Wiebe presented his report, which included an overview of a recent Patient Relations Committee meeting. The Patient Relations Committee recommended to the Board that:

- a. The College endorse the Framework for a Model Patient-Practitioner Relationship Program for B.C. Health Regulators, with consideration of the context of massage therapy and the environment in which it is provided, including that RMTs use professional judgement in determining whether to avoid dual relationships;
- b. The College agree to implement the Framework no later than March 31, 2017; and
- c. The College provide an annual report to the B.C. Health Regulators on progress under the Framework.

**Motion:** To adopt the Framework as proposed and the recommendations as presented. **Carried.**

#### 9.2.4. *Quality Assurance Committee Report*

Ms. Ruitenbeek gave the report on behalf of Dr. Waithman, who was not in attendance. Ms. Ruitenbeek provided an update on the process of revisions to practice standards.

#### 9.2.5. *Registration Committee Report*

Ms. Ryan presented her report. She discussed the process of the Registration Committee in considering applications for reinstatement from former registrants who continue to practice after cancellation of registration.

**Motion:** Moved to accept all Committee reports as presented. **Carried.**

### 9.3. **Approval of Dates for the 2017 Board Meetings and AGM**

Mr. Wredenhagen advised the Board of meeting dates for 2017:

- January 20, 2017
- April 28, 2017 – AGM & Board meeting
- June 23, 2017
- September 15, 2017
- November 24, 2017
- Two teleconference meetings – February and August (dates to be determined)

### 9.4. **Authorization in Principle of Proposal by CRNBC to Explore Shared Office Facility**

**Motion:** Moved to authorize in principle the exploration of the proposal of CRNBC as presented. **Carried.**

**10. ADJOURNMENT**

**Motion:** To adjourn the meeting until later in the afternoon. **Carried.**

**11. REPORT FROM IN CAMERA MEETING**

The Board briefly resumed its public meeting at approximately 2:38 pm to report that the Board had approved a Bylaw amendment increasing registration/renewal fees for active registrants by 5% and increasing the registration/renewal fees for inactive registrants by 9%, consistent with the College's long-term financial plan as announced at the April 2016 AGM. The Board also reported that two other Bylaw amendments had been passed: one relating to Schedule A of the Bylaws and one relating to Schedule E of the Bylaws.

**12. ADJOURNMENT**

**Motion:** To adjourn the meeting generally at approximately 2:45 pm. **Carried.**



---

Registrar



---

Chair