

COLLEGE OF MASSAGE THERAPISTS OF BRITISH COLUMBIA
BOARD MEETING – PUBLIC PORTION
304 – 1212 WEST BROADWAY, VANCOUVER, BC
Monday, February 6, 2017 AT 9:33 AM
MINUTES

In Attendance:

Cathy Ryan (in the Chair)

Nicholas Aubin

Lynne Harris

Kathryn Hodgson

Claudia Lee

Shoko Nagai

Lorna Pawluk

Brent Rowland

Perminder Tung

Marilynne Waithman

Michael Wiebe

Also Attending:

Eric Wredenhagen (Registrar/CEO)

Annette Ruitenbeek (Director, Professional Practice)

Michele Gocolay (Assistant, Inquiry & Discipline)

1. CALL TO ORDER

The meeting was called to order at 9:33 am.

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.**

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

None.

6. BUSINESS ARISING

6.1. First Nations Health Authority – Cultural Safety and Humility Document and Signing Ceremony

Mr. Wredenhagen provided an update on the discussion of the members of the B.C Health Regulators organization, and also presented follow-up steps that had been taken following the last Board meeting in November. The Board directed that the College attend and participate in the signing ceremony on March 1.

6.2. 2017 AGM

Mr. Wredenhagen gave a report on the plans for the 2017 AGM. The details include:

- The venue will be the Sandman Signature Vancouver Airport Hotel & Resort in Richmond.
- The AGM will be held together with the AGM of the Registered Massage Therapists' Association of B.C. (the RMTABC).
- The day will begin at 10:00 a.m.
- Information about the AGM will be distributed to registrants through the newsletter.

A discussion followed regarding the format of the AGM.

6.3. 2017 Approved Budget – Legal Processes

Mr. Wredenhagen advised the Board members that they had approved the 2017 budget at the November 2016 Board meeting, and that although the budget included the internal restricted allocation of \$622,000 for legal processes, that amount had not been specifically set out in the 2017 budget. He reminded the Board that it had, however, discussed and approved the \$622,000 restricted allocation in their discussion of the draft 2017 budget that had been presented at the September 9, 2016 Board meeting. He requested that the Board specifically affirm its approval of the internal restriction of \$622,000 for legal processes, as presented so that this approval may be noted in the Board minutes.

Motion: To affirm approval of internally restricting \$622,000 for Legal Processes, as part of the approved 2017 budget, and as presented at the September 9, 2016 Board meeting. **Carried.**

7. CHAIR REPORT

Ms. Ryan briefly thanked Ms. Nagai and Ms. Hodgson for their service on the Board, as their terms on the Board will end soon.

8. REGISTRAR REPORT

Mr. Wredenhagen presented his report to the Board. He discussed a number of topics, as set out below.

First, Mr. Wredenhagen provided an update on registration renewal. He advised that the current number of total registrants (including both Active and Inactive) is 4,065. He advised that staff members handled registrant issues on a one-on-one basis. He noted that there was some confusion about the CMTBC and the RMTABC, as some registrants thought that they are one and the same and that they had already renewed their CMTBC registration when they had actually renewed their RMTABC membership. A discussion followed on issues such as workflow, fitness to practice, and compliance with QA requirements.

Second, Mr. Wredenhagen updated the Board on the search for a new registrant database. He advised that a consultant, Chris Wong, is assisting the College with its search. He advised that the College has now identified the key vendors and is in the process of viewing vendor demonstrations. He advised that the goal is to have the new registrant database in place by next year's registration

renewal period. He also advised that costs are being considered in the criteria. He noted that at this time he anticipates the project will be within the projected budget.

Mr. Wredenhagen also provided an update on changes to the position titles of CMTBC staff members. He advised that the new titles are now in use and that they have been posted on the College's website.

He also briefly spoke about recent appearances he has made, noting that he now appears in the new video for the entrance examination.

9. NEW BUSINESS

9.1. Introduction of New Staff Members

Mr. Wredenhagen introduced two new staff members (Monica Winter, Director, Finance & Operations and Liza Szabo, Investigator), who briefly introduced themselves to the Board.

9.2. Board Election

Mr. Wredenhagen provided a report on the Board election. There are six candidates for three positions on the Board. The candidates' profiles have been posted on the CMTBC website. As there has not been a contested election in recent years (with candidates having been acclaimed), the College has developed a new election process for distributing and counting ballots. Ballots must be received by the College by February 28, 2017.

9.3. New Course: Health Care Records

Ms. Ruitenbeek gave a demonstration of the new online course, *Health Care Records: Standard for Patient Records & Privacy Legislation*. There was a discussion on making the resources available for the registrants after the course has ended.

9.4. CMTCA

Mr. Wredenhagen provided an update on the draft standards of the Canadian Massage Therapy Council for Accreditation (CMTCA). On January 11, 2017, a new draft of the proposed standards was issued. On February 10, 2017, a meeting will be held in Toronto for further discussion with various stakeholder organizations.

9.5. Report: FIPPA Requests

Mr. Wredenhagen gave a report on recent requests for information made by the RMTABC, and the responses provided by CMTBC, on the topics of group exercise and the biopsychosocial model.

Mr. Wredenhagen requested that the Board approve in principle a draft Notice to the Profession on Group Exercise.

Motion: To approve in principle the draft Notice to the Profession. **Carried.**

9.6. Event: Malcolm Sparrow Symposium (BCHR)

Mr. Wredenhagen reminded the Board of the April 27 and 28, 2017 symposium. The April 28 date is open for attendance by Board members. This is the day before the AGM so those outside Vancouver can make one trip to attend both events.

9.7. Committee Reports

9.7.1. Inquiry Committee Report

Ms. Pawluk provided a brief report. She thanked Kathryn Hodgson for her work on the Committee. She advised the Board that a new member is being recommended for appointment to the Inquiry Committee.

9.7.2. Discipline Committee Report

Dr. Waithman provided a brief report. She advised that currently, there is one discipline hearing scheduled (in July 2017).

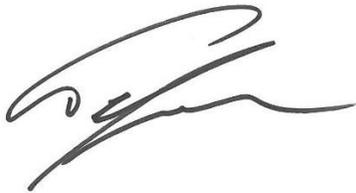
9.7.3. Patient Relations Committee & Quality Assurance Committee Joint Report

Mr. Wiebe provided a report on the boundaries course which is in development by the College. He advised that the Patient Relations Committee and Quality Assurance Committee have both assisted staff members to develop scenarios for use in the course, relating to the boundaries issues that RMTs face in their practices.

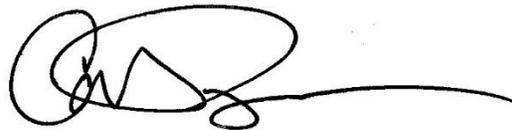
Motion: Moved to accept all Committee reports as presented. **Carried.**

10. ADJOURNMENT

Motion: The meeting was adjourned at 1:27 pm. **Carried.**



Registrar



Chair