

**COLLEGE OF MASSAGE THERAPISTS OF BRITISH COLUMBIA**  
**BOARD MEETING – PUBLIC PORTION**  
**304-1212 West Broadway, Vancouver**  
**Friday, April 13, 2018 at 9:30 AM**  
**MINUTES**

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**In Attendance:**

Lynne Harris (via teleconference, from 9:35 a.m. until 9:55 a.m.)  
Claudia Lee  
Nicholas Aubin  
Jana Konkin  
Nick Legault  
Ashley Leighton  
Jennifer Lie  
Lorna Pawluk  
Marieka Zimmerman

**Also Attending:**

Catherine Ryan (Former Chair)  
Michael Wiebe (Chair of the Patient Relations Committee)  
Eric Wredenhagen (Registrar/CEO)  
Monica Winter (Financial Officer)  
Kate Parisotto (Director, Inquiry and Discipline)  
Annette Ruitenbeek (Director, Professional Practice)  
Kate Irvine (Paralegal/Administrator, Inquiry and Discipline) (Recording)

**1. Call to Order**

The meeting was called to order at 9:30 a.m.

**2. Roll Call of Members Present**

A roll call was conducted.

**3. In Camera Business**

**Motion:** To hold a portion of the meeting *in camera* while conducting the election for Chair and Vice-Chair. **Carried.**

The Board resumed its public meeting at approximately 9:55 a.m. It was announced that Lynne Harris was elected Board Chair and Claudia Lee was elected Vice-Chair.

**4. Approval of previous minutes**

**Motion:** To approve the minutes of the February 2, 2018 Board meeting as circulated before the meeting. **Carried.**

## 5. Approval of this agenda

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

## 6. Board member declarations of conflicts of interest relating to any agenda item(s)

None.

## 7. Registrar's report

Mr. Wredenhagen presented his report to the Board. He welcomed the three new elected Board members: Jana Konkin, Nick Legault and Jenifer Lie. Mr. Wredenhagen advised that there remain two vacancies for public representatives. He advised that the appointments will be made by the Crown Agencies and Board Resourcing Office (CABRO).

Mr. Wredenhagen also welcomed Sarah Sharp, the College's new staff member. He advised that unfortunately she was unable to attend this meeting.

He also advised that the 2017 Annual Report is nearly complete. It will be made public before the end of April.

## 8. New Business

### 8.1 Finance and Audit Committee Report

On behalf of Mr. Aubin, Ms. Winter presented a report to the Board on the results of the audit.

### 8.2 Review of Audited Financial Statements

Ms. Winter also presented the audited financial statements.

**Motion:** To approve the fiscal 2017 audited financial statements as presented. *Carried.*

### 8.3 Quality Assurance Committee Report

On behalf of Dr. Waithman, who was not present, Ms. Ruitenbeek presented the written report from Dr. Waithman to the Board. She advised that Dr. Susan Glover Takahashi was contracted by the College at the direction of the Quality Assurance Committee to redesign the quality assurance program in a manner that is consistent with the *Health Professions Act*. She advised that Dr. Glover Takahashi presented on stage 1 of the redesign to the Quality Assurance Committee members, who agreed to advance to stage 2 of the project.

### 8.4 Proposed Quality Assurance Program Framework (Presentation by Dr. Glover Takahashi)

Dr. Glover Takahashi presented the proposed quality assurance program framework. She spoke about the legislative context of the quality assurance program and the principles guiding the design of the framework.

She explained that stage 2 is the planning stage, which involves consultation with RMTs and development of a fulsome description of the framework including operational planning, timelines and budget forecasting.

**Motion:** To accept the recommendation of the Quality Assurance Committee to advance to stage 2 of the framework, and to direct that information be brought back to the Board at a later date. **Carried.**

### **8.5 Patient Relations Committee Report**

Michael Wiebe reported on the involvement of the Patient Relations Committee, as well as the Quality Assurance Committee, in the development of the proposed standard of practice on boundaries. He advised that committee members and staff have done extensive work to develop the standard. He also stated that he was pleased that the proposed standard empowers RMTs to exercise their professional judgement.

Mr. Wiebe recommended that the Board approve that the boundaries standard as drafted be published for notice and consultation.

### **8.6 Proposed Boundaries Standard of Practice**

**Motion:** To approve that the proposed boundaries standard be published for notice and consultation. **Carried.**

### **8.7 Update on Annual General Meeting (AGM) Planning**

Mr. Wredenhagen advised that planning for the AGM is underway. The AGM will be held at 1:00 p.m. on Friday, June 15, 2018, at the Holiday Inn Vancouver-Centre. A notice will soon be sent to all registrants.

### **8.8 Remaining Committee Reports**

#### **8.8.1 Inquiry Committee Report**

Lorna Pawluk referred to her written report. She also advised that the Inquiry Committee would be receiving training in June.

#### **8.8.2 Discipline Committee Report**

Mr. Wredenhagen referred to Dr. Waithman's written report.

**Motion:** To approve the Inquiry Committee Report and Discipline Committee Report as presented to the Board. **Carried.**

### **8.9 Discussion regarding Scope of Practice**

Mr. Wredenhagen reported that the Registered Massage Therapists' Association of B.C. (RMTABC) held a Scope of Practice meeting in March. He advised that the RMTABC has not yet reported out on the results of that meeting. He advised that he anticipates that there will be further discussion of scope of practice and what falls within the limits at the June Board meeting.

## **9. Adjournment**

**Motion:** The meeting was adjourned at approximately 12:07 p.m. **Carried.**



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**Registrar**



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**Chair**