

COLLEGE OF MASSAGE THERAPISTS OF BRITISH COLUMBIA
BOARD MEETING
304-1212 West Broadway, Vancouver
Friday, January 25, 2019 at 9:30 AM
MINUTES

In Attendance:

Claudia Lee
Marieka Zimmerman (via teleconference) – joined at 9:38 a.m.
Jana Konkin
Ashley Leighton
Jennifer Lie
Nicholas Legault

Regrets:

Nicholas Aubin
Joti Dhesi
Harman Pandher

Also Attending:

Eric Wredenhagen (Registrar/CEO)
Annette Ruitenbeek (Director, Professional Practice)
Kate Parisotto (Director, Inquiry and Discipline)
Monica Winter (Financial Officer)
Alison Skoda (Technology Coordinator) (Recording)

1. Call to order

The meeting was called to order at 9:33 a.m.

2. Chair for Meeting

It was agreed that Claudia Lee, then Vice Chair, would chair today's meeting until the election of a new Chair of the Board.

3. Roll call of members present

A roll call was conducted.

4. Approval of previous minutes

Motion: To approve the minutes of the public portions of the August 24, 2018 Board meeting as circulated before the meeting (with the correction of one typographical error). *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 regarding any agenda item(s)

None.

7. Preliminary *In Camera* Business

Motion: To hold a portion of the meeting in camera pursuant to section 13 of the Bylaws. *Carried.*

When the public portion of the meeting resumed, it was reported that Claudia Lee was elected as Chair of the Board for the remainder of her term on the Board (ending March 31, 2019).

8. Registrar's report

Mr. Wredenhagen reported on the two new appointed members of the Board. He advised that the election for new elected members is underway.

He also reported on the end of the registration renewal period, advising that it had gone smoothly.

As well, Mr. Wredenhagen reported on some recent media stories relating to professional regulation.

Motion: To approve the Registrar's report. *Carried.*

9. Chair's report

Ms. Lee did not provide a report, having just been elected.

10. New Business

10.1 Strategic Planning

The Board was apprised of the process for creating CMTBC's next strategic plan. The Board agreed that work would start on the new strategic plan in mid-2019 and may continue into 2020.

10.2 Update regarding the Canadian Massage Therapy Council for Accreditation (CMTCA)

Staff members provided some background for the discussion.

Following a discussion amongst Board members, the Board directed that staff hold a local stakeholder meeting, and then report back to the Board.

10.3 Discussion of Annual General Meeting (AGM) Date

The Board decided that the AGM will be held in July 2019, on a date to be determined, rather than in conjunction with the June Board meeting. The Board asked Mr. Wredenhagen to make arrangements and set the date.

10.4 Committee Reports

10.4.1 Discipline Committee Report

Ms. Lie provided the Discipline Committee report. She reported that a discipline hearing will be held on January 29, 2019. She also advised that it is anticipated that one or more additional hearings will be scheduled for 2019. Ms. Lie reported that a number of Discipline Committee members attended the BC Council of Administrative Tribunals ("BCCAT") Hearing Skills Workshop, held on December 6 and 7, 2018, and that it was very useful.

10.4.2 Finance and Audit Committee Report

Ms. Winter provided the report of the Finance and Audit Committee on behalf of the Chair of the committee, Mr. Aubin, who was not present. She presented the draft financial statements for the year of 2018, ending December 31, 2018. She also provided some information about the upcoming audit.

Ms. Winter presented to the Board a recommendation from the Finance and Audit Committee that the Financial Reserve be increased from \$500,000 to \$1,000,000.

Motion: To accept the recommendation of the Finance and Audit Committee and increase the Financial Reserve to \$1,000,000. *Carried.*

10.4.3 Inquiry Committee Report

Ms. Parisotto provided the Inquiry Committee report on behalf of Lorna Pawluk, Chair of the Inquiry Committee. Ms. Parisotto referred to her written report, circulated before the meeting. She advised that the Inquiry Committee has seen an increase in the number of complaints throughout 2018 and into 2019 to date.

10.4.4 Quality Assurance Committee Report

Ms. Konkin, the Chair of the Quality Assurance Committee, reported on the last two meetings held by the Quality Assurance Committee.

10.4.5 Registration Committee Report

Ms. Lee, the Chair of the Registration Committee, briefly reported on a recent meeting of the Registration Committee.

Motion: To approve all committee reports as presented. *Carried.*

11. Adjournment

Motion: The meeting was adjourned at approximately 1:48 p.m. *Carried.*



Registrar



Chair