

**COLLEGE OF MASSAGE THERAPISTS OF BRITISH COLUMBIA**  
**BOARD MEETING - PUBLIC**  
**304-1212 West Broadway, Vancouver**  
**Friday, November 22, 2019 at 9:30 AM**  
**MINUTES**

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**Board Members in Attendance:**

Nicholas Legault (Chair)	Laura Dunkley
Robin Perry (Vice Chair)	Jana Konkin
Jennifer Lie	Joti Dhesi
Nicholas Aubin	Harman Pandher
Thomas Klie-Cribb	

**Also Attending:**

Eric Wredenhagen (Registrar/CEO)  
Monica Winter (Financial Officer)  
Annette Ruitenbeek (Director, Professional Practice)  
Kate Parisotto (Director, Inquiry and Discipline)  
Kate Irvine (Paralegal/Administrator, Inquiry and Discipline) (Recording)

**1. Call to order**

The meeting was called to order at 9:50 a.m.

**2. Roll call of members present**

A roll call was conducted.

**3. Approval of Previous Minutes**

**Motion:** To approve the meeting minutes from the public portion of the August 23, 2019 meeting as circulated before the meeting. *Carried.*

**4. Approval of this agenda**

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

**5. Board Member declarations of conflicts of interest regarding any agenda item(s)**

None.

**6. Registrar's Report**

At the outset of his report, Mr. Wredenhagen provided a brief update about registration renewal for 2020, reporting that a larger number of registrants have renewed earlier than in previous years.

Mr. Wredenhagen also spoke about a recent court case, *College of Midwives of British Columbia v. MaryMoon*, 2019 BCSC 1670, and further developments relating to it.

Mr. Wredenhagen provided an update relating to the funding agreement that the College entered into with the Canadian Massage Therapy Council for Accreditation (“CMTCA”), following the direction given by the Board at the August 23, 2019 Board meeting.

Mr. Wredenhagen also advised that the Federation of Massage Therapy Regulatory Authorities of Canada (“FOMTRAC”) would be meeting soon.

## **7. Chair’s Report**

Mr. Legault reported on a chair training session that he attended with Mr. Wredenhagen and Jennifer Lie in October 2019. He described some best practices that he would like to implement at future Board meetings, such as implementing check-ins before each meeting to encourage participation by all Board members, and possibly having draft motions included with specific agenda items, to focus and facilitate Board discussion.

## **8. New Public Business**

### **8.1 Demonstration of New CMTBC Online Course on Boundaries and Consent**

Ms. Ruitenbeek gave a demonstration of the new online course that registrants are required to complete in Cycle 12 of the Quality Assurance program. Board members provided positive feedback.

### **8.2 Bylaw Amendment (Vancouver Career College Kelowna Massage Therapy Program)**

Staff presented a recommendation for a Bylaw amendment to remove the Vancouver Career College’s Kelowna campus from Schedule “A” of the College’s Bylaws, given that the campus closed at the end of August 2019, at which time the final cohort graduated.

**Motion:** To approve the proposed Bylaw amendment. *Carried.*

### **8.3 Approval of Strategic Plan (Mission, Vision, Values, and Strategic Priorities)**

Following a Board workshop on November 21, 2019 to finalize the strategic plan for 2020-2022, the Board considered formal approval of the 2020-2022 Strategic Plan.

**Motion:** To approve the 2020-2022 Strategic Plan as presented. *Carried.*

## **8.4 Committee Reports**

### **8.4.1 Discipline Committee Report**

Ms. Parisotto presented a report from the Discipline Committee. She advised that a panel of the Discipline Committee had recently issued a decision on penalty and costs in the case of *College of Massage Therapists of British Columbia v. Gill*. She also advised that an upcoming discipline hearing is scheduled for early December.

### **8.4.2 Inquiry Committee Report**

Ms. Parisotto presented a report from the Inquiry Committee. She explained that the Inquiry Committee has had a very heavy caseload in 2019 to date, as the number of inquiry files opened has risen dramatically from previous years.

### 8.4.3 Finance Committee Report

#### 8.4.3.1 Possible Increase to Remuneration Rate for Board and Committee Members

The Board considered a possible increase to the remuneration rate for Board and Committee members, reviewing an environmental scan.

After discussion, it was determined that it would be more appropriate to refer this back to the Finance and Audit Committee with a request for a recommendation.

**Motion:** To refer this matter back to the Finance and Audit Committee with a request that it make a recommendation to the Board. *Carried.*

#### 8.4.3.2 Process for Annual Approval of Audited Financial Statements

Mr. Wredenhagen briefly recapped the challenges in having the year-end audited financial statements ready for approval by the Board by the end of March, given the Board meeting schedule, the audit schedule and the fact that the Board composition changes as of April 1 each year.

It was decided that a special Board meeting will be held toward the end of March 2020 so that the current Board could approve the audited financial statements for 2019.

**Motion:** To direct staff to schedule a special Board meeting in late March 2020. *Carried.*

### 8.4.4 Registration Committee Report

Ms. Parisotto presented a report from the Registration Committee. She briefly summarized the types of issues considered at a recent meeting of the Registration Committee.

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

## 9. Adjournment

**Motion:** The public portion of the meeting was adjourned at approximately 12:21 p.m. *Carried.*



Registrar



Chair