

PUBLIC BOARD MEETING

February 4, 2017

In attendance: Ben Cao (Chair), Reagan Kuo Hsiang Chu, Bar-Chya Lee, John Yung Chou Lee, Joseph Ranallo, Weijia Tan, Mary Watterson (Registrar), Jonathan Ho (Deputy Registrar)

Teleconference: Queenie Choo

Absent: Weidong Yu

1.0 CALL TO ORDER

The meeting was called to order by the Chair at 4:15 p.m.

2.0 AGENDA

The agenda was adopted as amended by adding to item 10 Other Business: Discipline Committee Chair Report, Extraordinary Board Meeting, and Registration Fee.

3.0 ELECTION OF CHAIR AND VICE-CHAIR 2017-2018

The Registrar took the chair for the election of the Chair.

The Registrar reviewed the process that has been used for the election of the Chair and Vice-Chair in the past. Using the process described, Ben Cao was elected as Chair of the Board by acclamation. The Registrar congratulated the Chair elected and turned the meeting over to Chair Ben Cao.

John Yung Chou Lee was nominated for election to Vice-Chair but declined. Bar-Chya Lee, was elected Vice-Chair of the Board by acclamation.

4.0 APPOINTMENTS OF COMMITTEE CHAIRS 2017-2018

Discipline Committee – Reappointment of Joseph Ranallo

Education and Examination Committee – Reappointment of Ben Cao

Executive Committee – Reappointment of Ben Cao

Finance Committee – Reappointment of John Yung Chou Lee

Inquiry Committee – deferred, pending government appointment of public board member

Patient Relations Committee – Appointment of Reagan Kuo Hsiang Chu

Quality Assurance Committee – Reappointment of Weijia Tan

Registration Committee – Reappointment of Bar-Chya Lee

Following the appointment of Committee Chairs, Ms. Queenie Choo left the meeting.

5.0 BOARD MANUAL UPDATES 2017

5.1 Director's manual was given to the newly appointed Public Board member. Current members were given updated material.

5.2 Introduction of Committees: Structure/Mandate

Committee reports were circulated listing terms of reference, activities completed in 2016 and activities on-going and anticipated in 2017.

5.3 November Financial Statement

The November financial statements were included in the updated Board Manual documents. The statements reflect income and expenses for the first eight months of the fiscal year.

5.4 Strategic Plan - Update

An update on the progress regarding the implementation of the Strategic Plan was circulated.

6.0 ANNUAL GENERAL MEETING – JANUARY 15, 2017

It was suggested that the next meeting include a discussion on the organization of the November 5, 2017 Annual General Meeting. During a brief discussion the following items were agreed upon:

- that registrants receive clear information regarding allotment of CE credits for both the morning Scientific/Education Session and the afternoon AGM
- that records documenting the event include photographs of the guest speakers
- that the spontaneous translators be canvassed for recommendations regarding spontaneous and consequential translation for future Scientific/Education and AGM events and that the Registrar report back at the next Executive Committee meeting

7.0 OTHER BUSINESS

7.1 Correspondence from Registrant

A discussion took place regarding correspondence received. The Registrar was directed to seek advice from legal counsel and report at the next meeting.

7.2 Discipline Committee Report

The Discipline Committee's Chair read his report to the Board.



7.3 Extraordinary Board Meeting and Registration Fee

It was agreed that a full review and report will be required before a discussion can take place regarding registration fees. The review will include the report and financial statements from the Auditor for the fiscal year 2017; a review and update of the Strategic Plan 2015-2019; the Budget for the fiscal year 2018; and a survey of fee structures of the other BC Health Regulators and TCM Regulators in Canada. The item was deferred to the first meeting after June 2017.

8.0 Business conducted by email between December 11, 2016 and February 4, 2017

On January 4, 2017 the Board passed the Resolution:
That the minutes of the December 10, 2016 Board meeting be approved.
Approved

On January 24, 2017 the Board passed the Resolution:
That the minutes of the January 15, 2017 Oath of Office meeting be approved.
Approved

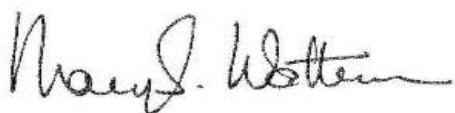
There being no other business, the meeting was adjourned at 5:20 p.m.



February 28, 2017

Ben Bao Qi Cao, Dr.TCM
Chair, CTCMA

Date



February 28, 2017

Mary S. Watterson, Dr.TCM
Registrar, CTCMA

Date

