



**BOARD MEETING MINUTES
(WEBCONFERENCE)
December 2, 2020**

- In attendance:** Peter Stevenson-Moore (Chair), Kim Graham (Vice-Chair), Guo Ding, Jennifer Gao, Oleh Ilnyckyj, Eyal Lebel, Rachel Ling, Edwin Liu, Beverly Osachoff, Holly Page, Jocelyn Stanton
- Regrets:** Weidong Yu
- Staff in attendance:** Jonathan Ho (Registrar), Simon Auyoung (Director of Professional Practice), Crystal Chung (Director of Compliance), Maharukh Bhagat (Recorder, Executive Assistant to the Registrar), Lee Riekman (Compliance Administrator), Melissa Escaravage (Operations Assistant)
- Guests:** Mr. Daniel Garcia, Executive Director, The Canadian Alliance of Regulatory Bodies of Traditional Chinese Medicine Practitioners and Acupuncturists (CARB-TCMPA)
Dr. Ben Cao, Chair, Education & Examination Committee
Ms. Vivienne Stewart, Chair, Inquiry Committee

1.0 CALL TO ORDER & WELCOME MESSAGE

The meeting (Webconference) was called to order by the Chair at 9:00 a.m.

Acknowledgement by the Chair: "Please take a moment to acknowledge the unceded territory on which you are working."

The Chair expressed appreciation to the Hon. Minister Dix and Dr. Mary Ellen Terpel-Lafond for publishing the report on "Addressing Indigenous-specific Racism and Discrimination in B.C. Health Care" as well as Dr. Bonnie Henry's work on COVID-19 response.

The Chair welcomed the guests Mr. Daniel Garcia, Dr. Ben Cao and Ms. Vivienne Stewart who were in attendance.

2.0 APOLOGIES FOR ABSENCE

Apology: Dr. Weidong Yu

3.0 AGENDA

The Agenda was circulated prior to the meeting.
The Agenda was adopted as written.

4.0 DECLARATION OF CONFLICT OF INTEREST

The Chair asked members to declare specific conflicts of interests that may have an impact on their participation on any specific agenda items. None were noted.

5.0 WELCOME TO NEW BOARD MEMBERS

The two new Board members Dr. Eyal Lebel and Ms. Holly Page were formally welcomed by the Chair. The Chair invited them to introduce themselves to which Dr. Lebel and Ms. Page took the opportunity to do so.

6.0 MINUTES OF BOARD MEETING - SEPTEMBER 16, 2020

The draft minutes of the September 16, 2020 Board meeting were circulated prior to the meeting for approval at the meeting. Board members were asked whether amendments were required to the meeting minutes. None were noted.

The meeting's minutes of September 16, 2020 were approved.

7.0 REGISTRAR'S REPORT

The Registrar's Report summarizing the primary activities and key information of the College for the period ending November 20, 2020 was circulated prior to the meeting. The topics included in the Report were:

- COVID-19 Regulatory Response
- COVID-19 Operational Response
- Board Members Terms of Office
- Human Resources Updates
- Ministry of Health Updates (including Modernization of Health Regulation)
- CARB-TCMPA Update
- BC Health Regulators Update (including BC Public Advisory Network)
- Concluding Remarks

The Registrar provided highlights on his Report to the Board and responded to the questions from Board members on the above topics.

The Chair thanked the Registrar on behalf of the Board for his report.

Mr. Oleh Ilnyckyj joined the meeting at 9:45 a.m.

8.0 OVERVIEW OF THE CANADIAN ALLIANCE OF REGULATORY BODIES OF TRADITIONAL CHINESE MEDICINE PRACTITIONERS AND ACUPUNCTURISTS (CARB-TCMPA)

The Chair introduced Mr. Daniel Garcia, Executive Director of CARB-TCMPA who was invited to provide an overview of CARB-TCMPA to the Board.

Mr. Garcia presented the following highlights from the report on CARB-TCMPA activities to the Board:

- Overview of the Pan-Canadian Examinations for TCM and Acupuncture (PCE).

- Overview of the Education Accreditation Project regarding activities in progress and next steps including the creation of an Advisory Committee to support this project.
- Development of practical assessments in discussions and more information will be available in the coming months.
- Implementation of CARB-TCMPA's Strategic Plan is progressing well.

Board members inquired about the financial situation of CARB-TCMPA to which Mr. Garcia responded to. Mr. Garcia concluded his remarks by extending his appreciation to the College for its contribution to CARB-TCMPA activities.

The Chair thanked Mr. Garcia on behalf of the Board for his presentation.

9.0 STRATEGIC PLAN 2019 - 2022 Q3 UPDATE

A briefing note titled "Strategic Plan Progress Report" along with the following attachments were circulated prior to the meeting.

- Pan-Canadian Entry-Level Examinations in Traditional Chinese Medicine (TCM) and Acupuncture Candidate Handbook.
- Risk Management Oversight Policy Draft.

Recommendation:

It was recommended that the Board:

- acknowledge receipt of this Strategic Plan Report; and
- consider updating the Strategic Plan as part of a recommendation in another item on the Board meeting agenda.

The Registrar provided an overview to the Board on the Strategic Plan Progress Report as follows:

- Recap on all major elements of the Strategic Plan.
- Progress report on outcome up to the third quarter of 2020
 - 26 KPIs are completed,
 - 26 KPIs are in progress, and
 - 19 KPIs pending implementation.
- 4 KPIs which were due for completion in the third quarter of 2020 has been completed.
- KPIs due for completion in the fourth quarter will be reported to the Board at the March 2021 Board meeting.

The Registrar responded to the questions by Board members, which was followed by discussions.

Motion:

- ***That receipt of the Strategic Plan Report for 2020 Q3 is acknowledged.***

The motion was approved.

10.0 COMMITTEE REPORTS

Committee Reports for the following committees were circulated prior to the meeting.

- Education & Examination Committee
- Finance Committee

- Governance Committee
- Inquiry Committee
- Quality Assurance Committee
- Registration Committee

10.1 Education & Examination Committee

The Chair welcomed Dr. Ben Cao, Chair of the Education & Examination Committee (EEC) and requested him to present the EEC Report. Dr. Cao thanked the Board for inviting him to the Board meeting and provided a summary of the EEC report to the Board. This was followed by questions from Board members, to which Dr. Cao responded.

The Chair thanked Dr. Cao on behalf of the Board for the report.

10.2 Finance Committee

The Chair requested Mr. Edwin Liu, Chair of the Finance Committee (FC) to present the FC report. Mr. Liu provided an overview of the FC report and the financial statements presented up to September 30, 2020. This was followed by questions from Board members, to which Mr. Liu responded.

The Chair thanked Mr. Liu on behalf of the Board for the report and expressed his appreciation to Mr. Liu for his leadership on the FC.

10.3 Inquiry Committee

The Chair welcomed Ms. Vivienne Stewart, Chair of the Inquiry Committee (IC) and requested her to present the IC Report. Ms. Stewart briefed the Board on the report and on the progress of the IC. The Chair asked if there were any questions. None were received.

The Chair thanked Ms. Stewart on behalf of the Board for the report and expressed his appreciation to Ms. Stewart for her leadership on the IC.

10.4 Quality Assurance Committee

The Chair requested Dr. Eyal Lebel, Chair of the Quality Assurance Committee (QAC) to present the QAC report. Dr. Lebel presented an overview of the report.

The document titled "Additional Covid-19 Responses - Staff's Action Plan 2020-10-29" was circulated prior to the meeting. The Board was briefed on various aspects of the proposal on Covid-19 responses and was asked if there were any questions.

Members of the Covid-19 Response Panel was asked for their feedback on the proposed action plan, to which the panel members responded in support of the action plan. The panel members offered to support the QAC and staff on Covid-19 response as necessary.

Dr. Lebel thanked the members of the Covid-19 Response Panel and extended his appreciation to staff for putting together the proposed action plan.

The Chair thanked Dr. Lebel on behalf of the Board for the report.

10.5 Registration Committee

Dr. Peter Stevenson-Moore, Chair of the Registration Committee (RC) provided a brief summary of the challenges the RC faces and asked the Board if there were any questions. None were received.

10.6 Governance Committee

Ms. Jocelyn Stanton, Chair of the Governance Committee (GC) stated that the GC report was circulated to the Board prior to the meeting and further suggested that the important components from the report be discussed at the closed portion of the meeting, to which the Board agreed.

11.0 REPORT FROM THE IN-CAMERA SESSION (meeting held on December 4, 2020)

11.1 Election of Chair & Vice-Chair 2021

The appointments of Chair & Vice-Chair for 2021 were approved on motions duly made:

Motions:

- *That Dr. Peter Stevenson-Moore be elected to the Chair of the Board by acclamation.*
- *That Dr. Kimberley Graham be elected to the Vice-Chair of the Board by acclamation.*

11.2 CARB-TCMPA Representatives

The appointments of CARB-TCMPA Representatives were approved on motions duly made:

Motions:

- *That Dr. Kimberley Graham be renominated to the CARB-TCMPA Board.*
- *That Mr. Jonathan Ho be renominated to the CARB-TCMPA Board.*

11.3 Committee Appointments

The following Committee Appointments were approved on motions duly made:

Discipline Committee

Motion:

- *That Terence Yu be appointed to the Discipline Committee as a public member for a three-year term.*

Education and Examination Committee

Motions:

- *That Peter Liu be reappointed to the Education and Examination Committee as a public member for a three-year term.*
- *That Harris Fisher, Adina Kuerban, Catherine Cameron and Jeffrey Liu be appointed to the Education and Examination Committee as registrant members for a three-year term.*
- *That Alison Dennis, Esther Sangster-Gormley, Karen Kesteloo and Janine Lennox be appointed to the Education and Examination Committee as public members for a three-year term.*

Governance Committee

Motions:

- *That Rachel Ling be appointed to the Governance Committee for a three-year term.*
- *That Jocelyn Stanton be reappointed to the Governance Committee for a three-year term.*

Inquiry Committee

Motions:

- *That Vivienne Stewart be appointed as Chair of the Inquiry Committee.*
- *That Holly Page be appointed to the Inquiry Committee as a public member for a three-year term.*
- *That Bradley Matthews and Fei Che be appointed to the Inquiry Committee as registrant members for a three-year term.*

Quality Assurance Committee

Motion:

- ***That Catherine Cameron, Melissa Carr, Cheri Naslund and Ben Cao be appointed to the Quality Assurance Committee as registrant members for a three-year term.***

Registration Committee

Motions:

- ***That Bradley Matthews' term on the Registration Committee be extended for one-year.***
- ***That Guo Ding be reappointed to the Registration Committee as a public member for a three-year term.***
- ***That Adina Kuerban, John Lee and Jacqueline Chan be appointed to the Registration Committee as registrant members for a three-year term.***
- ***That Violet Tregillus and Janine Lennox be appointed to the Registration Committee as public members for a three-year term.***

11.4 Point Injection Therapy

The following motion on Point Injection Therapy was passed by the Board:

Motion:

- ***That the Board supports issuing the statement titled "Statement to Registrants from Board on Point Injection Therapy".***

The public session of the meeting concluded at 10:58 a.m.

The next meeting is scheduled on March 3, 2021.



March 5, 2021

Peter Stevenson-Moore
Chair

Date



March 5, 2021

Jonathan Ho
Registrar

Date

A signed copy is an official record of the meeting, which has incorporated amendments and corrections from a subsequent meeting.