

Territorial Acknowledgement

The offices of the College of Health and Care Professionals of British Columbia are located on the ancestral and unceded territories of the Coast Salish Peoples — specifically, the x^wməθk^wəyəm (Musqueam), S^kwxwú7mesh (Squamish) and səliwətaɪ (Tseil-Waututh) Nations — the lək^wəŋən (Lekwungen) Peoples — represented today by the Songhees and x^wsepsəm (Esquimalt) Nations — and the WSÁNEĆ (Saanich) Peoples — including the BOŪÉĆEN (Pauquachin), STÁ,UTW (Tsawout), WJOŁŁP (Tsartlip), and WŚÍŪEM (Tseycum) Nations.

As the College regulates the practice of multiple health-care professions across what is now commonly referred to as British Columbia, we acknowledge and honour all First Nations territories across these lands.

We are conscious of the privilege we hold that allows us to carry out our important work on these territories, where the First Peoples have maintained a special relationship with the lands and waters for thousands of years — since time immemorial — and where this relationship continues today.



College of
**HEALTH AND CARE
PROFESSIONALS OF BC**

Board Meeting Minutes

December 9, 2024



Minutes

Date: December 9, 2024
Time: 8:30 AM (in person)

Meeting preparation time: 2 hours

Approved: January 31, 2025

- Knowledge Keeper:** Gary Johnston, Skwxwú7mesh
- Board members:** Allan Seckel (Chair), Debbie Ruggerio, Jamie Hack, Jennifer Agnew, John Meneghello, Joyce Kenoras (virtual), Mary O’Callaghan, Nathan Doidge, Olivier Yergeau, Russell Ebata, Sarah Lalonde, Sue Randhawa
- Staff:** Dianne Millette, CEO; Kathy Davidson, Executive Director, SGSA; Christopher Dodge, Executive Coordinator, Board Governance
- Guests:** Andi MacKay, Legal Counsel
Priya Kullar, Raincoast Ventures Ltd., Recording Secretary

Items	Presented by
Welcome Allan welcomed participants to the College of Health and Care Professionals of British Columbia (CHCPBC) Board meeting at 8:38 a.m.	Allan Seckel, Board Chair
Territorial Acknowledgement <i>Reference material: Policy - Territorial Acknowledgement</i> Allan offered a Territorial Acknowledgement to recognize and honour the First Nations on whose territory the meeting took place.	Allan Seckel, Board Chair
Opening and Welcome Gary Johnston, Knowledge Keeper, provided Opening Remarks, welcomed participants, and shared comments to open the meeting in a good way.	Gary Johnston, Knowledge Keeper
Intention Setting	All participants



Items	Presented by
Board members and staff introduced themselves, sharing about the territories where they live and setting their intention for the meeting.	
<p>Board member declarations of Conflict of Interest</p> <p>No conflicts were declared.</p>	Allan Seckel, Board Chair
<p>Closed Meeting (Criterion: Bylaw 2.32b)</p> <p>The following participants excused themselves during the Closed Board meeting: Gary Johnston, Knowledge Keeper; Kathy Davidson, Executive Director, SGSA, and Christopher Dodge, Executive Coordinator, Board Governance. Separate minutes were recorded.</p>	Allan Seckel, Board Chair Andi MacKay, Legal Counsel
<p>Chair’s Opening Remarks</p> <p>Allan thanked participants for joining the meeting and provided an update on the last few months.</p>	Allan Seckel, Board Chair
<p>Approval of the Minutes of September 26, 2024 <i>Reference material: Board Meeting Minutes September 26, 2024</i></p> <p>2024-03-15 Resolution</p> <p>We the Board agree that the minutes of September 26, 2024 reflect accurately the discussion and decisions made at that meeting.</p> <p style="text-align: right;"><u>CARRIED</u></p>	Allan Seckel, Board Chair
<p>Approval of Consent Agenda <i>Reference material: Registrar’s Report, Regulatory Program Reports, Strategy, Governance, and Social Accountability team reports, Operations team reports, and Communications and Change Management team reports.</i></p> <p>2024-03-16 Resolution</p> <p>We the Board, agree to proceed with the Consent Agenda.</p> <p style="text-align: right;"><u>CARRIED</u></p>	Allan Seckel, Board Chair
<p>Election of the Board Vice-Chair (Briefing Note) <i>Reference material: Briefing Note: Election of the Board Vice Chair</i></p>	Allan Seckel, Board Chair



Items	Presented by
<p>2024-03-17 Resolution</p> <p>We, the Board, AGREE that Jennifer Agnew has been elected to the position of Board Vice Chair beginning on December 9, 2024 until June 30, 2026.</p> <p style="text-align: right;"><u>CARRIED</u></p>	
<p>Bylaw Amendments <i>Reference material: Briefing Notes: Fees Schedule, Academic Program Schedules</i></p> <p>2024-03-18 Resolution</p> <p>We, the Board RECOGNIZE that changes are required to the Fee Schedules in the CHCPBC bylaws to correct drafting errors/omissions which do not require public consultation;</p> <p>And we RECOGNIZE that section 19(1) of the Health Professions Act authorizes the Board to amend the CHCPBC bylaws for filing with the Minister of Health.</p> <p>We therefore AGREE THAT the bylaws be amended as outlined in Schedule A: CHCPBC Bylaw Amendments, Fee Schedules included in the December 9,2024 Board Meeting package.</p> <p style="text-align: right;"><u>CARRIED</u></p> <p>2024-03-19 Resolution</p> <p>We, the Board RECOGNIZE that changes are required to the Academic Program Schedules in the CHCPBC bylaws to add/removed recognized programs which require public consultation,</p> <p>And we RECOGNIZE that section 19(1) of the Health Professions Act authorizes the Board to amend the CHCPBC bylaws for filing with the Minister of Health.</p> <p>We therefore AGREE THAT the bylaws be amended as outlined in Schedule B: CHCPBC Bylaw Amendments, Academic Program Schedules included in the December 9, 2024, Board Meeting package,</p>	<p>Allan Seckel, Board Chair</p>



Items	Presented by
<p>And we further AGREE that a one-week consultation be conducted.</p> <p style="text-align: right;"><u>CARRIED</u></p>	
<p>Board Support Committees <i>Reference materials: Report from Finance and Audit Committee, Report from Governance Committee, Report from the Human Resources Committee; Briefing Notes: Management of Restricted Funds, Restricted Fund Target, Appointment of Inquiry Committee Chair, Appointment of Regulatory Committee Members, Strategic Planning Approach</i></p> <p>2024-03-20 Resolution</p> <p>We, the Board, UNDERSTAND that the Finance and Audit Committee is responsible to recommend to the Board how the College’s Restricted funds will be managed as described in the Investment Policy, Appendix B;</p> <p>And we therefore AGREE that College employees or consultants, as designated by the Registrar/CEO, will manage the Restricted Funds in accordance with the Investment Policy.</p> <p style="text-align: right;"><u>CARRIED</u></p> <p>2024-03-21 Resolution</p> <p>We, the Board, UNDERSTAND that the Finance and Audit Committee has reviewed and discussed the target range for amounts held as Restricted Funds as described in Appendix B: Purpose of the Investment Policy;</p> <p>And we UNDERSTAND that the Finance and Audit Committee has identified that, prior to amalgamation, legacy college boards had cumulatively designated approximately \$4.5 million as Restricted funds which does not meet CHCPBC’s minimum target range of 60% of forecasted annual registrant revenue (or \$7.5 million);</p> <p>And we therefore AGREE that \$7.5 million of the College’s assets be designated as Restricted Funds as of December 31, 2024, replacing the inherited balances deemed Restricted by the boards of the legacy colleges.</p>	<p>Nathan Doidge, Chair, Finance and Audit Committee</p> <p>Allan Seckel, Chair, Governance Committee</p> <p>Debbie Ruggerio, Chair, Human Resources Committee</p>



Items	Presented by
<p style="text-align: right;"><u>CARRIED</u></p> <p>2024-03-22 Resolution</p> <p>We, the Board, UNDERSTAND that the chair of a statutory committee such as the Inquiry Committee is appointed by the Board from among the Committee members.</p> <p>We therefore AGREE to appoint Richard Walker as Chair of the CHCPBC Inquiry Committee effective immediately with the term of office as chair ending on June 30, 2026.</p> <p style="text-align: right;"><u>CARRIED</u></p> <p>2024-03-23 Resolution</p> <p>We, the Board, RECOGNIZE that a comprehensive recruitment process has been conducted by College staff in order to fill gaps in three regulatory committees,</p> <p>And we further RECOGNIZE that Governance Committee recommendations for regulatory committee appointments align with the approved competency matrices for these committees.</p> <p>We therefore AGREE that the following registrants be appointed as members of the CHCPBC Inquiry Committee effective January 1, 2025 until June 30, 2026:</p> <ul style="list-style-type: none">• Roxalyn Boldt, Psychologist• Gabrielle Poon, Psychologist• Irene Spelliscy, Psychologist• Naomi Kaufman, Hearing Instrument Practitioner <p>And we further AGREE that the following registrants be appointed as members of the CHCPBC Quality Assurance Committee effective January 1, 2025 until June 30, 2026:</p> <ul style="list-style-type: none">• Sara Al Souqi, Speech-Language Pathologist• Darlene Jamin, Audiologist• Abby Galloway, Hearing Instrument Practitioner• Teresa Green, Occupational Therapist <p>And we further AGREE that the following registrants be appointed as members of the CHCPBC Registration Committee effective January 1, 2025 until June 30, 2026:</p>	



Items	Presented by
<ul style="list-style-type: none"> • Nevada Sweeney, Optometrist • Janice Tessmann, Speech-Language Pathologist • Jacqueline Wong, Audiologist. <p style="text-align: right;"><u>CARRIED</u></p> <p>2024-03-24 Resolution</p> <p>We, the Board, RECOGNIZE that the proposed strategic planning process has been reviewed, discussed and recommended by the Governance Committee,</p> <p>And we therefore AGREE that the strategic planning process be implemented by staff as outlined in the Briefing Note-Strategic Planning Process.</p> <p style="text-align: right;"><u>CARRIED</u></p>	
<p>Next Meeting Dates</p> <p>In Person:</p> <p>March 20, 2025 (Board meeting and education session) June 4, 2025 (afternoon Board meeting) June 5, 2025 (all day Strategic Planning) September 19, 2025 (Board meeting and education session).</p>	<p>Allan Seckel, Board Chair</p>
<p>Closing Remarks</p> <p>Gary expressed his gratitude towards Board members and highlighted that everyone is working together to build a new future.</p> <p>The meeting concluded at approximately 11:25 a.m.</p>	<p>Gary Johnston, Knowledge Keeper</p>