



# MINUTES

## BOARD Meeting

Friday, September 20, 2019

*Delta Hotels by Marriott Vancouver Downtown Suites, 550 West Hastings Street*

10:00 AM ~ 4:00 PM

### ATTENDEES

#### DIRECTORS

**Susan BATSTONE**

*Registered Speech-Language Pathologist (RSLP)*

**Martin ELLEFSON, Chair**

*Public Representative*

**Karen DERRY**

*Registered Speech-Language Pathologist (RSLP)*

**Kevin FREW**

*Registered Speech-Language Pathologist (RSLP)*

**Charles FONTAINE**

*Registered Audiologist (RAUD), Registered  
Hearing Instrument Practitioner (RHIP)*

**Jamie HACK**

*Registered Speech-Language Pathologist (RSLP)*

**Leigh INGRAM**

*Registered Audiologist (RAUD), Registered  
Hearing Instrument Practitioner (RHIP)*

**Amy MACLEAN**

*Registered Hearing Instrument Practitioner  
(RHIP)*

**Jack MACDERMOT**

*Public Representative*

**Marilyn NOORT**

*Registered Speech-Language Pathologist (RSLP)*

**Jon WATERHOUSE, Vice-Chair**

*Registered Hearing Instrument Practitioner  
(RHIP)*

#### STAFF

**Cameron COWPER**

*Registrar & Chief Executive Officer*

**Mardi LOWE**

*Director, Quality Assurance & Professional  
Practice*

**Amanda LENK**

*Assistant Director, Quality Assurance &  
Professional Practice*

**Shalin SHARMA**

*Program Coordinator, Quality Assurance &  
Professional Practice*

**Christina CHEN**

*Manager, Registration & Administration*



Tracy TIAN

Program Assistant, Registration & Administration

REGRETS

Parveen MANGAT  
Public Representative

Dan MILLER  
Public Representative

ITEM/TOPIC	PRESENTER	PURPOSE	ACTION
1. MINUTES & AGENDA	BOARD Chair	Decision	<i>BOTH CARRIED</i>

The meeting was CALLED TO ORDER at 10:01 AM.

MOTION 1A: RESOLVED, that the Board approve the draft agenda.

MOTION 1B: RESOLVED, that the Board approve the minutes from the previous meeting.

2. FINANCE & AUDIT COMMITTEE	FAC Chair	Decision	<i>BOTH CARRIED</i>
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MOTION 2A: RESOLVED, that the Board approve the FY 2019-2020 (Q1) Financial Statements.

MOTION 2B: RESOLVED, that the Board approve *Remuneration* (POL-FA-05) as amended.

3. GOVERNANCE ADVISORY COMMITTEE	GAC Chair	Decision	<i>ALL CARRIED</i>
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Pursuant to the elections, Amy MACLEAN, RHIP was elected BOARD CHAIR and Jon WATERHOUSE, RHIP, was re-elected as BOARD VICE-CHAIR for the term of October 1, 2019 to September 30, 2020.

MOTION 3A: RESOLVED, that a Request for Re-appointment for Dan MILLER, Public Representative, be submitted to the Ministry of Health (MOH) and Crown Agency & Board Resourcing Office (CABRO).

MOTION 3B: RESOLVED, that a Request for Appointment for Thelma O'GRADY, Public Representative, be submitted to the Ministry of Health (MOH) and Crown Agency & Board Resourcing Office (CABRO).

MOTION 3C: RESOLVED, that Estephanie STA.MARIA, RAUD, RHIP, be appointed to the Examination Advisory Committee (EAC).

MOTION 3D: RESOLVED, that proposals for amending section 2 of the CSHBC Bylaws be reviewed by the Governance Advisory Committee (GAC).

MOTION 3E: RESOLVED, that elections for BOARD CHAIR and BOPARD VICE-CHAIR be held.

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| 4. INQUIRY COMMITTEE | Registrar | Information | <i>N/A</i> |
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The Registrar provided the Board with a status update on the Committee’s major ongoing investigations.

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| 5. LEGISLATION &<br>BYLAWS | Registrar | Information | <i>BOTH CARRIED</i> |
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The Registrar provided the Board with a status update on the *Miscellaneous 2019* and *Schedule A* Bylaw amendment packages now under review by the Ministry of Health.

MOTION 5A: RESOLVED, that the Board direct the Registrar to file the proposed amendments to *Schedule A – Schedule of Fees* with the Ministry of Health, Professional Regulation & Oversight Branch.

MOTION 5B: RESOLVED, that the Board direct the Registrar to determine whether amendments to the Speech and Hearing Health Professionals Regulation are required to clarify the scope of practice for the hearing instrument dispensing profession.

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| 6. REGISTRATION<br>COMMITTEE | RC Chair | Decision | <i>N/A</i> |
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The Registrar provided the Board with a status update on the Committee’s major ongoing issues.

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| 7. QUALITY ASSURANCE<br>& PROFESSIONAL<br>PRACTICE COMMITTEE | QAPP Chair | Decision | <i>ALL CARRIED</i> |
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MOTION 7A: RESOLVED, that the Board approve the proposed amendments to CSHBC *Attaining & Maintaining Practice Competence* (SOP-PROF-02).

MOTION 7B: RESOLVED, that the Board approve the proposed amendments to CSHBC *Unique & Shared Scope of Practice* (SOP-PROF-03).

MOTION 7C: RESOLVED, that the Board approve the proposed amendments to CSHBC *Practice Hours Requirement* (POL-QA-12).

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| 8. OPERATIONS &<br>ADMINISTRATION | Registrar | Information | <i>CARRIED</i> |
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The Registrar provided the Board with a status update on major operational and administrative issues and projects.

MOTION 8A: RESOLVED, that the Board direct the Registrar to apply to the Municipal Pension Plan (MPP) on behalf of CSHBC staff.



9. NATIONAL ALLIANCES      GAC Chair      Information      *N/A*

The GAC Chair provided the Board with an update on issues and initiatives in respect of the national alliance for audiology and speech-language pathology regulators (CAASPR) and hearing instrument dispensing regulators (HIPAC).

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10. ANNUAL POLICY FORUM      Board Chair      Information      *N/A*

The Board discussed the revised seating plan for hosts and recorders.

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11. ADJOURN      Board Chair      Decision      *CARRIED*

The PUBLIC meeting was adjourned at 4:05 PM.

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12. *IN CAMERA*      Registrar      Discussion      *N/A*

The *IN CAMERA* meeting was adjourned at 4:35 PM.