



# Minutes – Approved June 12, 2015

CSHHPBC Board of Directors		
March 6, 2015	10:00 am – 4:00 pm	The Marine Drive Golf Club, Vancouver, BC
Chair	Susan Batstone	RSLP, School District #61
	Jane Baynham	Public Representative
	Patrick Wong	Public Representative
	Joe McLaughlin	Public Representative
	Louise Parton	RHIP Retired
	Amanda Lenk	RSLP Private Practice
	Sherri Zelazny	RSLP Private Practice
	Marian Gunn	RHIP, Siemens
	Suzanne Kornhass	RAUD, RHIP, Fraser Health Authority
	Dinusha Peiris	RSLP, Providence Health Authority
	Diane O'Connor	Registrar and Chief Executive Officer
	Elizabeth Poon	Interim Office Administrator
Regrets	Christine Harrison	RAUD
	Alex Dutton	Public Representative
Guests	Mardi Lowe-Heistad	Director of Quality Assurance
<b>1. Call to Order</b>		
The meeting was called to order at 10:05 am		
<b>2. Review and Approve Agenda</b>		
	Presenter: Susan Batstone	
	Approved with the deletion of 3.5 and move 8.3 to 9.4	
<b>3. Review and Approve Previous Minutes (December 5, 2014)</b>		
	Presenter: Susan Batstone	
	Approved with correction: Delete 'the' from #6	
<b>4. Review and Approve Committee Reports</b>		
	Presenter: Susan Batstone	
	All committee reports plus the Chair and Registrar reports were submitted for review. No questions were presented to the authors.	
<b>5. Finance Committee</b>		
	Presenter: Jane Baynham	
<b>Verbal Highlights</b>	The committee has grown to eight members. Suzanne Kornhass respectfully resigned as she sits on several committees and believes her expertise is better suited to these other roles.	
<b>Motion</b>	To accept the third quarter financial statements as presented.	Approved

<u>Motion</u>	To approve the annual budget to March 31, 2016 as presented.	Approved
<u>Motion</u>	To appoint Patrick Wong to the committee as Vice-Chair	Approved
<u>Motion</u>	To appoint Bill Winnett to the committee	Approved
Discussion regarding Policy F&A-05 was discussed in terms of per diems paid to board members for attendance at the AGM. It was moved that unless board members were invited, per diems would not be paid for attendance at the AGM.		
<u>Motion</u>	To amend Policy F&A-05 to include “unless invited board members will not be paid a per diem for attendance at an Annual General Meeting.	Approved
<b>6. Inquiry Committee</b>		
Presenter: Joe McLaughlin		
<u>Verbal Highlights</u>	The first appeal made to the Health Professionals Review Board was withdrawn by the complainant following facilitated discussions.	
<b>7. Quality Assurance Committee</b>		
Presenter: Louise Parton		
<u>Verbal Highlights</u>	A Quality Assurance Program chart was shared for information clarifying the work plan outlined in the Operational Plan.	
Discussion regarding an appeal by a registrant of a decision by QA committee, recommended by the Advanced Competency Advisory Committee concerning a registrant who did not renew their certification. The board upheld the decision of the Quality Assurance Committee for the reasons presented. The registrant will be sent the full reason of the board.		
<u>Motion</u>	To approve revision to QA-07 Qualifications of Supervisors as presented.	Approved
<b>8. Registration Committee</b>		
Presenter: Marian Gunn		
<u>Verbal Highlights</u>	An update was presented regarding the newly implemented English Language Proficiency policy and the work to date on the project for validation of the HIP Practical Examination.	
<b>9. Registrar Report</b>		
Presenter: Diane O’Connor		
<u>Verbal Highlight</u>	An update was presented regarding: the Jurisprudence course launched mid-January 2015; a meeting with Deputy Minister, Stephen Brown and the HPRBC held March 5 <sup>th</sup> ; the HPRBC Strategic Planning session and the Operational Plan 2015-16.	
Bylaw Amendments – Housekeeping: Update presented on the timing of submission to the MOH.		
<b>10. Board Chair Report</b>		
Presenter: Susan Batstone		

Verbal Highlight Provided a review of the recent Circle of Chairs meeting where the Operational Plan was reviewed and recommendations for Board Development.

Motion

To hire an expert in the field of effective performance evaluations of chief executive officers to assist in developing a sustainable and effective process.

Approved

2015 Board Meetings: It was decided to have the September and December board meetings at the Marine Golf Club with a social following the September board meeting at the home of one of the board members. The December board meeting will be the last meeting for founding board members Jane Baynham and Joe McLaughlin.

A draft of a new policy G-03 Grievance Procedure was discussed. The motion to accept was withdrawn and an amended draft will be presented at the next board meeting.

11. Adjournment to In-Camera regarding performance evaluation recommendations

Motion: To adjourn the meeting at 2:00 pm

Approved