



**CSHHPBC Board Meeting:**  
June 15, 2018 - 10:00 AM – 4:00 PM  
*Granville Island Hotel Vancouver*

### **Board of Directors**

**Amanda LENK, Chair**  
*Registered Speech-Language Pathologist (RSLP)*

**Martin ELLEFSON, Vice-Chair**  
*Public Representative*

**Susan BATSTONE**  
*Registered Speech-Language Pathologist (RSLP)*

**J. Alexander DUTTON**  
*Public Representative*

**Christy FARAHER-AMIDON**  
*Registered Speech-Language Pathologist (RSLP)*

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

**Jamie HACK**  
*Registered Speech-Language Pathologist (RSLP)*

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

**Amy MACLEAN**  
*Registered Hearing Instrument Practitioner (RHIP)*

**Dan MILLER**  
*Public Representative*

**Jon WATERHOUSE**  
*Registered Hearing Instrument Practitioner (RHIP)*

### **Staff**

**Cameron COWPER**  
*Registrar & Chief Executive Officer*

<p><b>Mardi LOWE-HEISTAD</b>  <i>Director, Quality Assurance &amp; Professional Practice</i></p>
<p><b>Christina CHEN</b>  <i>Registration &amp; Office Manager</i></p>
<p><b>Shalin SHARMA</b>  <i>Administrative Assistant</i></p>
<p><b>Regrets</b></p>
<p><b>Patrick WONG</b>  <i>Public Representative</i></p>
<p><b>1. Call to Order – IN PUBLIC</b></p>
<p><b>Presenter: Amanda LENK, Board Chair</b></p>
<p>The Board Chair called the meeting to order at <u>10:02 AM</u>.</p>
<p><b>2. Review and Approve AGENDA</b></p>
<p><b>Presenter: Amanda LENK, Board Chair</b></p>
<p><b><u>MOTION:</u></b>  RESOLVED, that the agenda be approved.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<p><b>3. Review and Approve Previous MINUTES</b></p>
<p><b>Presenter: Amanda LENK, Board Chair</b></p>
<p><b><u>MOTION:</u></b>  RESOLVED, that the previous minutes for March 9, 2018 be approved.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<p><b>4. FINANCE &amp; AUDIT Committee Report</b></p>
<p><b>Presenter: Cameron COWPER, Registrar &amp; CEO</b></p>
<p>The Registrar summarized the recent work of the Committee, including the Committee's review and recommendation to approve the DRAFT KPMG Financial Statements – Year Ended March 31, 2018, 2) review and recommendation to approve revisions to <i>Remuneration</i> (POL-FA-05), and 3) discussion and</p>

recommendation to approve a declining balance amortization schedule for 100% of the cost of the Thentia database and website project at 15% over 8 years as an intangible asset.

**MOTION:**

RESOLVED, that the DRAFT KPMG Financial Statements – Year Ended March 31, 2018 be approved.

**CARRIED**

**MOTION:**

RESOLVED, that the REVISED *Remuneration* (POL-FA-05) be approved.

**CARRIED**

**MOTION:**

RESOLVED, that once the project is fully expensed, 100% of the new Thentia database and website be amortized (as an intangible asset) at a declining balance basis rate of 15% be approved.

**CARRIED**

## 5. INQUIRY Committee Report

**Presenter: Cameron COWPER, Registrar & CEO**

The Registrar summarized the recent work of the Committee, noting that the number of complaint investigations has risen by approximately 400% since the same point last year.

Two (2) case files were resolved/closed since the last Board Meeting. The Committee is currently managing 15 investigations.

**MOTION:**

RESOLVED, that Karen Derry, RSLP, be appointed to the Committee.

**CARRIED**

**MOTION:**

RESOLVED, that requests for two (2) Committee appointments be submitted to the GOVERNANCE Committee – one (1) RHIP and one (1) Public Representative.

**CARRIED**

**MOTION:**

RESOLVED, that the REVISED *Wellness Program* (POL-INQ-03) be approved.

**CARRIED**

## 6. QUALITY ASSURANCE & PROFESSIONAL PRACTICE Committee Report

**Presenter: Jamie HACK, Committee Chair**

The Committee Chair (and Director, Quality Assurance & Professional Practice) provided verbal updates on the status of several initiatives, including the national competency profiles for SLPs and AUDs, QAPP Practice Review Phase 1, as well as revisions to the registrant Code of Ethics.

**MOTION:**

RESOLVED, that the REVISED Terms of Reference – Support Personnel Liaison Committee (SPLC) be approved.

**CARRIED**

**MOTION:**

RESOLVED, that the REVISED Terms of Reference – Advanced Certification & Authorization Committee (ACAC) be approved.

**CARRIED**

**MOTION:**

RESOLVED, that the REVISED *Duty to Report* (SOP-PROF-04) be submitted for Board approval.

**CARRIED**

**MOTION:**

RESOLVED, that the REVISED registrant Code of Ethics (one-page version plus annotated version) be approved.

**CARRIED**

**MOTION:**

RESOLVED, that the NEW national competency profiles for audiology and speech-language pathology be agreed to in principle.

**CARRIED**

## 7. FIRST NATIONS HEALTH AUTHORITY (FNHA)

***Presenter: Darren McKnight, Director, Health Benefits Management***

Mr. McKnight presented to the Board on a new FNHA initiative for dental, vision, and medical supplies & equipment benefits program for First Nations people in BC.

## 8. REGISTRATION Committee Report

***Presenter: Suzanne KORNHASS, Committee Chair***

The Committee Chair provided a summary of recent Committee work, including considerations of Problem-Based Learning curriculums and administration of the first HIP practical examinations at Surrey Memorial Hospital, Audiology Department.

**MOTION:**

RESOLVED, that a request for one (1) Committee appointment (RHIP) be submitted to the GOVERNANCE Committee.

**CARRIED**

**MOTION:**

RESOLVED, that the REVISED *Approved Education Programs* (POL-R-01) be approved.

**CARRIED**

**MOTION:**

RESOLVED, that the REVISED *English Language Proficiency Requirements* (POL-R-03) be approved.

**CARRIED**

**MOTION:**

RESOLVED, that the REVISED *Hearing Instrument Dispensing – Entering the Profession* (Guideline) be approved.

**CARRIED**

**MOTION:**

RESOLVED, that the PROPOSED amendments to Bylaw sections 21 and 82 be approved.

**CARRIED**

**MOTION:**

RESOLVED, that the PROPOSED amendments to Bylaw sections 66 and 67 be approved.

**CARRIED**

**MOTION:**

RESOLVED, that the PROPOSED amendments to Bylaw Schedule “A” be approved.

**CARRIED**

**MOTION:**

RESOLVED, that the PROPOSED amendments to Bylaw Schedule “F” be approved.

**CARRIED**

**9. DISCIPLINE Committee Report**

***Presenter: Suzanne KORNHASS, Committee Chair***

The DISCIPLINE Committee did not meet; however, to be fully-constituted, several vacancies were recently filled.

**MOTION:**

RESOLVED, that the REVISED Committee Terms of Reference be approved.

**CARRIED**

**10. GOVERNANCE Committee Report**

***Presenter: Amanda LENK, A/Committee Chair***

The A/Committee Chair provided a verbal update of the Committee’s development, including the re-branding and constituting of the Committee, replacing the former Circle of Chairs.

**MOTION:**

RESOLVED, that the REVISED Committee Terms of Reference be approved.

**CARRIED**

**MOTION:**

RESOLVED, that the PROPOSED Bylaw amendments ('Governance committee') be approved.

**CARRIED**

**MOTION:**

RESOLVED, that the following Board members be appointed to the Committee: J. Alexander DUTTON, Martin ELLEFSON, Charles FONTAINE, Jamie HACK, and Amy MACLEAN.

**CARRIED**

**MOTION:**

RESOLVED, that the Committee appoint a Chair and Vice-Chair at the next meeting of the Committee.

**CARRIED**

## 11. HUMAN RESOURCES Committee Report

**Presenter: Susan BATSTONE, A/Committee Chair**

The A/Committee Chair provided a verbal update of the Committee's development.

**MOTION:**

RESOLVED, that the REVISED Committee Terms of Reference be approved.

**CARRIED**

**MOTION:**

RESOLVED, that the PROPOSED Bylaw amendments ('Human resources committee') be approved.

**CARRIED**

**MOTION:**

RESOLVED, that the following Board members be appointed to the Committee: Susan BATSTONE, J. Alexander DUTTON, Christy FARAHER-AMIDON, Dan MILLER, and Jon WATERHOUSE.

**CARRIED**

**MOTION:**

RESOLVED, that the Committee appoint a Chair and Vice-Chair at the next meeting of the Committee.

**CARRIED**

## 12. CLIENT RELATIONS Committee Report

**Presenter: Christy FARAHER-AMIDON, Committee Chair**

The Committee Chair provided a verbal update of the BCHR Patient Boundaries Education Day, attended by the Chair and staff on May 11, 2018.

**MOTION:**

RESOLVED, that staff develop internal protocols for responding to allegations of sexual misconduct of registrants.

**APPROVED**

### 13. BOARD Chair & REGISTRAR Report

**Presenters: Amanda LENK, Board Chair & Cameron COWPER, Registrar & CEO**

The Registrar provided verbal updates on the status of the following initiatives.

Status updates were also provided for the following initiatives:

- Bylaw amendments packages;
- Thentia Registrant Database & Website project;
- British Columbia Health Regulators (BCHR), including presentation by Assistant Deputy Minister, Ministry of Health;
- CAASPR-ESDC Harmonization & Capacity-building projects;
- Association of Hearing Instrument Practitioners of Ontario (AHIP) Symposium (May 2018);
- Proposed Annual Registrant Policy Forum (December 2018);
- Proposed CSHHPBC committee framework;
- Proposed 2018 Board elections by e-voting (BigPulse);
- Douglas College Hearing Instrument Practitioner Program Advisory Committee (HEAR-PAC);
- CLEAR Regional Symposium (May 2018).

**MOTION:**

RESOLVED, that the Registrar's recommendation that the College participate in the proposed BCHR/BCCNP Regulatory Hub be approved (moving date TBD).

**CARRIED**

### 14. BOARD Chair Report

**Presenter: Amanda LENK, Board Chair**

The Board Chair advised the Board of the pending CAASPR Board meeting in April (Edmonton, AB).

### 15. Other Business

**Presenter: Amanda LENK, Board Chair**

None.

### 16. Adjournment

**Presenter: Amanda LENK, Board Chair**

**MOTION:**

RESOLVED, that the PUBLIC portion of the meeting be adjourned at 4:34 PM.

**CARRIED**

**17. Session(s) – IN CAMERA**

***Presenter: Amanda LENK, Board Chair***

None.