



# MINUTES

## BOARD Meeting

Friday, December 7, 2018

*Hyatt Regency Vancouver, 655 Burrard Street, Vancouver, BC*

10:00 AM ~ 4:00 PM

### ATTENDEES

#### DIRECTORS

**Martin ELLEFSON, Vice-Chair**

*Public Representative*

**Susan BATSTONE**

*Registered Speech-Language Pathologist (RSLP)*

**J. Alexander DUTTON**

*Public Representative*

**Charles FONTAINE**

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

**Kevin FREW**

*Registered Speech-Language Pathologist (RSLP)*

**Jamie HACK**

*Registered Speech-Language Pathologist (RSLP)*

**Leigh INGRAM**

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

**Amy MACLEAN**

*Registered Hearing Instrument Practitioner  
(RHIP)*

**Dan MILLER**

*Public Representative*

**Marilyn NOORT**

*Registered Speech-Language Pathologist (RSLP)*

**Jon WATERHOUSE**

*Registered Hearing Instrument Practitioner  
(RHIP)*

**Patrick WONG**

*Public Representative*

#### STAFF

**Cameron COWPER**

*Registrar & Chief Executive Officer*

**Mardi LOWE-HEISTAD**

*Director, Quality Assurance & Professional  
Practice*

**Christina CHEN**

*Registration & Office Manager*

**Shalin SHARMA**

*Program Coordinator*

#### REGRETS

None.



ITEM/TOPIC	PRESENTER	PURPOSE	ACTION								
1. MINUTES & AGENDA	Board Vice-Chair	Decision	<i>APPROVED</i>								
<b>NOTES:</b> The meeting was CALLED TO ORDER at 10:00 AM.											
<ul style="list-style-type: none"> <li>▪ <u>MOTION 1A:</u> RESOLVED, that the Board approve the draft agenda.</li> <li>▪ <u>MOTION 1B:</u> RESOLVED, that the Board approve the minutes from the previous meeting.</li> </ul>											
2. Board Chair & Vice-Chair Elections	Board Vice-Chair	Decision	<i>APPROVED</i>								
<ul style="list-style-type: none"> <li>▪ <u>MOTION 2A:</u> RESOLVED, that Martin ELLEFSON is elected as Board Chair.</li> <li>▪ <u>MOTION 2B:</u> RESOLVED, that Jon WATERHOUSE is elected as Board Vice-Chair.</li> <li>▪ <u>MOTION 2C:</u> RESOLVED, that Charles FONTAINE is nominated as CAASPR Board Director.</li> <li>▪ <u>MOTION 2D:</u> RESOLVED, that the Board approve the following Board meeting dates for 2019 and 2020:               <table border="0" style="margin-left: 40px;"> <tr> <td><input type="checkbox"/> March 8, 2019;</td> <td><input type="checkbox"/> March 6, 2020;</td> </tr> <tr> <td><input type="checkbox"/> June 21, 2019;</td> <td><input type="checkbox"/> June 19, 2020;</td> </tr> <tr> <td><input type="checkbox"/> September 13, 2019;</td> <td><input type="checkbox"/> September 18, 2020;</td> </tr> <tr> <td><input type="checkbox"/> December 6, 2019.</td> <td><input type="checkbox"/> December 4, 2020.</td> </tr> </table> </li> </ul>				<input type="checkbox"/> March 8, 2019;	<input type="checkbox"/> March 6, 2020;	<input type="checkbox"/> June 21, 2019;	<input type="checkbox"/> June 19, 2020;	<input type="checkbox"/> September 13, 2019;	<input type="checkbox"/> September 18, 2020;	<input type="checkbox"/> December 6, 2019.	<input type="checkbox"/> December 4, 2020.
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3. Board Appointments Registrar		Decision	<i>APPROVED</i>								
<ul style="list-style-type: none"> <li>▪ <u>MOTION 3:</u> RESOLVED, that the Board submit a letter to the Minister in respect of Board appointments.</li> </ul>											
4. Financial Statements (Q2)	FAC Chair	Decision	<i>APPROVED</i>								
<ul style="list-style-type: none"> <li>▪ <u>MOTION 4A:</u> RESOLVED, that the Board approve the Financial Statements 2018-2019 (Q2).</li> <li>▪ <u>MOTION 4B:</u> RESOLVED, that the Board approve the following changes to the College signing authorities:               <ul style="list-style-type: none"> <li><input type="checkbox"/> Add Jon WATERHOUSE;</li> <li><input type="checkbox"/> Add Amy MACLEAN;</li> <li><input type="checkbox"/> Add Charles FONTAINE;</li> <li><input type="checkbox"/> Remove Patrick WONG;</li> <li><input type="checkbox"/> Remove Amanda LENK.</li> </ul> </li> </ul>											

5. AB-BC MOU Registrar Decision *APPROVED*  
(Interjurisdictional Practice)

- MOTION 5: RESOLVED, that the Board approve the finalized MOU and direct the Registrar to sign.

6. HIPAC Registrar Decision *APPROVED*

- MOTION 6A: RESOLVED, that the Board approve the draft Memorandum of Agreement in respect of ESDC project funding and direct the Registrar to sign.
- MOTION 6B: RESOLVED, that the Board approve the Executive Summary proposal and direct the Registrar to submit to ESDC on behalf of HIPAC.
- MOTION 6C: RESOLVED, that the Board direct the Registrar to obtain clarification on several issues (including AHIP required hours for ADP billing), as well as a legal opinion, in respect of the proposed HIPAC Mutual Recognition Agreement (MRA).

7. Bylaws Registrar Information *N/A*

**NOTES:** the Registrar provided the Board with an update on the status of a pending bylaw amendment package (re revisions to Part 10, certification, authorization, and practice hours requirement).

8. Inquiry Committee Registrar Information *N/A*  
Major Cases

**NOTES:** the Registrar provided the Board with an update of major Inquiry Committee investigations, including the Committee's recent decision to direct the Registrar to issue a citation.

9. CAASPR Board Vice-Chair Decision *APPROVED*

- MOTION 9A: RESOLVED, that the Board direct the Registrar to obtain clarification from CAASPR in respect of Section C of the proposed definition of 'Harmonization'.

10. Committee Appointments GC Chair Decision *APPROVED*

- MOTION 10A: RESOLVED, that Dave WILLIAMS be appointed to the Inquiry Committee for a two-year term.
- MOTION 10B: RESOLVED, that Marilyn NOORT be appointed to the Inquiry Committee.
- MOTION 10C: RESOLVED, that Leigh INGRAM be appointed to the Registration Committee.
- MOTION 10D: RESOLVED, that Kevin FREW be appointed to the Client Relations Committee.

11. QAPP Practice Review Program (Phase 1)      Director, QAPP      Decision      *APPROVED*

- MOTION 11A: RESOLVED, that the Board approve the REVIEW all new RHIPs within the first 2 years of practice.
- MOTION 11B: RESOLVED, that the Board approve the decision to implement Phase 2 of the QAPP Practice Review Program to the profession of speech-language pathology.

12. QAPP Documentation      Director, QAPP      Decision      *APPROVED*

- MOTION 12A: RESOLVED, that the Board approve *Supervisor Qualifications* (POL-QA-07) as amended.
- MOTION 12B: RESOLVED, that the Board approve *Advanced Practice* (SOP-PROF-06) as amended.
- MOTION 12C: RESOLVED, that the Board approve *Sale of Supplies & Equipment* (POL-QA-09) as amended.

13. New Database & Website      Registrar      Information      *N/A*

NOTES: the Registrar provided the Board with an update on the status of the Thentia Database & Website project, with a tentative launch scheduled for January 2019.

14. Annual Policy Forum      Registrar      Information      *N/A*

NOTES: the Registrar provided the Board with an update on plans for the first Annual Policy Forum.

15. Strategic Plan & Risk Register Review      Board Chair      Decision      *APPROVED*

- MOTION 15: RESOLVED, that the Board postpone the review until the Spring 2019 meeting.

16. ADJOURN      Board Chair      Decision      *APPROVED*

NOTES: the PUBLIC meeting was adjourned at 3:29 PM.

NOTES: the Registrar requested an *IN CAMERA* session – Christina CHEN and Shalin SHARMA were excused. Governance issues were discussed.

NOTES: the *IN CAMERA* meeting was adjourned at 4:34 PM.