

BOARD MEETING

MEETING MINUTES

Meeting No. 40

Date: January 16, 2016**Place:** BC College of Social Workers Boardroom**Members present:**

Curtis Magnuson (Chair)	Emma Gauvin	Colleen Spier
Susan Barr	Deborah Jones	Jacqueline Stokes
James Campbell	Chelsea Minhas	
Doris Darvasi	Jenny Morgan	

Staff in attendance:

John Mayr

1) **Welcome and Introduction**

The Chair welcomed new and continuing members to the meeting.

2) **Call to Order**

The Chair of the Board called the meeting to order at 9:08 a.m.

3) **Election of Chair and Vice Chair**

- a. The members of the Board confirmed the results of the election for the chair and vice chair of the board for the term ending December 31, 2016.

Motion: that Curtis Magnuson, by acclamation, is elected to the office of Chair of the Board.

Motion is adopted

Motion: the Deborah Jones is elected to the office of Vice Chair of the Board.

Motion is adopted.

4) **In Camera session**

The Board went in-camera at 9:10 am. The Board excluded persons as the board was satisfied that the topic(s) under discussion would fall under section 13(5)(c) of the bylaws – personnel matters will be discussed. The Registrar left the room. The Board returned to regular session at 9:23 a.m.

	Chair
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5) **Approval of Agenda**

The members of the Board considered a draft agenda as previously distributed for the meeting.

It was agreed to add meeting dates for 2016 to the agenda.

Motion: To accept the Agenda as amended.

The Motion was adopted.

6) **Approval of Minutes**

The members of the Board considered the draft minutes of the meeting held November 21, 2015.

The draft Minutes were amended as follows: "J.A. in a matter before the Registration Appeals Committee was added to the report of the Registration Appeals Committee, and The words: The Chair recommended that the review of registration decision not be posted online." be deleted.

Motion: To accept the draft minutes of the Board meeting held November 21, 2015 as amended.

The Motion was adopted.

7) **Business Arising**

a) **Public Awareness** – The Board considered the report and plan from Bridge Communications and requested an evaluation of the public awareness campaign be completed in 2016. The Board also requested a review of the campaign for the year ending 2015 be provided.

b) **2016 Budget** – The Board considered the proposed budget for the year ending December 31, 2016. A recommendation was made by the Registrar to increase the amount budgeted for staff salaries and benefits.

Motion: To approve the budget as amended.

The Motion was adopted.

	Chair
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c) **ASWB Examination Use Policy:** The Board discussed the ASWB Examination Use Policy:

Motion: That the BC College of Social Workers abide by the ASWB examination intended use policy; and

That an applicant with a Bachelor of Social Work degree be required to successfully complete the Bachelor level examination; and

That an applicant with a Master of Social Work degree be required to successfully complete the Master level examination; and

That a clinical applicant must successfully complete the Clinical Examination.

The Motion was adopted.

The Board confirmed that the foregoing Motion does not change the application of the bylaws to applicants with a related degree and that applicants with a related degree must successfully complete the Bachelor examination as a requirement for registration.

8) **Consequential resolutions**

The Board considered the following resolutions:

Motion: That the Registrar for the College is authorized by the Board to act pursuant to section 26(2) of the Social Workers Act. [Dismiss all of or part of a complaint subject to the conditions listed in sub a) through f)]

The Motion was adopted.

Motion: That the Board establish an Executive Committee pursuant to policy 1.5.1 of the policy manual. The members of the Executive Committee shall be the Chair, Vice Chair and Chair of the Finance Committee, and the committee will have the following powers and authority as set out in the policy:

The responsibilities of the Executive Committee are to:

- *Provide advice to the chairperson in the development of Board agendas;*
- *Act on behalf of the Board in emergency situations between Board meetings;*
- *Negotiate a compensation and benefits package with the Registrar.*

The Motion was adopted.

Motion: That the Registrar is designated as the holder of the seal of the College and authorized to affix the seal to all certificates and other such documents as the board may direct by resolution. [Bylaws 22(2)]

The Motion was adopted.

	Chair
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Motion: That the Registrar is the Chief Executive Officer of the College and a signing officer for the College. [Bylaws 23(1)]

The Motion was adopted.

9) **Appointment of Committee Members & Designation of Committee Chair persons**

The Board appointed the following persons to committees for terms ending December 31, 2016.

a. **Discipline Committee**

Jim Campbell (Chair), Doris Darvasi, Jackie Stokes, Susan Barr, Emma Gauvin

b. **Finance Committee**

Doris Darvasi (Chair), Jackie Stokes, Jenny Morgan

c. **Inquiry Committee**

Deborah Jones (Chair), Colleen Spier, Neil Arao, Shannon Bender-Bell, Chelsea Minhas

d. **Quality Assurance Committee**

Emma Gauvin (Chair), Andrea Harstone, Carolyn Oliver, Elaine Halsall, Doris Darvasi, David Kealy

e. **Registration Committee**

Jackie Stokes (Chair), Jim Campbell, Susan Barr, Meera Dhebar, Amenda Kumar

f. **Registration Appeals Committee**

Colleen Spier (Chair), Deborah Jones, Emma Gauvin, Ed Taylor, Christina Rodrigues

g. **Executive Committee**

Curtis Magnuson (Chair), Deborah Jones, Doris Darvasi

10) **Report of the Chair**

a. **Correspondence from UNBC**

The Chair of the Board advised that he had received correspondence regarding the ASWB examination and practice examination questions. He advised the Board that a written response would provide answers to the issues raised.

UNBC has requested that the Registrar participate in an online session with faculty and students to deliver a presentation about the examination. There was a general agreement that an in-person meeting was preferred and that the meeting should be attended by The Chair, Registrar, and possibly the member of the Board from the Region.

11) **Report of the Registrar**

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The Registrar reported that:

- a) The annual audit was underway and that the auditors would attend the March meeting of the Board for a session with the Board;
- b) The bylaws require committee chairs to provide submissions for the Annual report. Staff will assist the various chairs in due course;
- c) Early indications are that candidates are performing well on the examination. While only a few candidates have attempted the examination, all have been successful.

12) Committee Reports

Registration Committee

Last meeting was held December 1, 2015, and no reviews were conducted at this meeting.

a. Decision of the Registration Committee

The Chair provided an overview of the Committee activities related to requests for reviews of Registrar’s refusals. The Committee had discussed whether decisions of the Registration Committee should be posted online.

Motion: That the Board continue the practice of not posting to the College’s website decisions of the Registration Committee.

The Motion was adopted.

b. Provisional class

The Committee introduced proposed bylaw amendments to the provisional class. The Chair advised the members of the Board that additional work was required on the amendments. This version was to introduce the proposed changes to the board. The Committee will present to the Board finalized proposed amendments at the March meeting.

Inquiry Committee

Members of the Discipline Committee left the room during the presentation of decisions made by the Inquiry Committee.

The Chair presented three files to the Board as required by section 28(1) of the *Social Workers Act*. When the Committee does not direct the Registrar to issue a citation, it must report that to the Board.

- a. **2015 – 02** The Board received the report of the Inquiry Committee into the matter related to file 2015-02.

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Motion: That after considering the report of the Inquiry Committee the Board act pursuant to section 28(2)(a) of the *Social Workers Act* and confirm the Inquiry Committee's decision to take no further action.

The Motion was adopted.

- b. **2015 – 24** The Board received the report of the Inquiry Committee into the matter related to file 2015-24.

Motion: That after considering the report of the Inquiry Committee the Board act pursuant to section 28(2)(a) of the *Social Workers Act* and confirm the Inquiry Committee's decision to take no further action.

The Motion was adopted.

- c. **2015 – 26** The Board received the report of the Inquiry Committee into the matter related to file 2015-26.

Motion: That after considering the report of the Inquiry Committee the Board act pursuant to section 28(2)(a) of the *Social Workers Act* and confirm the Inquiry Committee's decision to take no further action.

The Motion was adopted.

New Business

11) Strategic Planning

The members of the Board discussed the Strategic Planning session and agreed to the following: that the session will be held offsite and that a facilitator be engaged to assist with the Strategic Planning session.

It was further agreed that the College would host a dinner the night before the session to acknowledge the contributions of the past Chair, retiring members, and current members of the Board..

12) Annual General Meeting

Planning is underway for the AGM. In recent years the event has been held on the UBC campus. The members of the Board requested that the Registrar conduct a survey of alternative locations. The locations must be able to stream or webcast the meeting to registrants.

13) Meeting Dates

The Board agreed to amend its meeting calendar as follows:

	Chair
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- a. The meeting of the Board scheduled for October 1, 2016 is moved to September 24, 2016, and
- b. The meeting of the Board scheduled for November 19, 2016 is moved to December 3, 2016.

14) Adjournment

Motion: To adjourn the meeting at 2:54pm.

The motion was adopted.

	Chair
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