

BOARD MEETING  
MEETING MINUTES

Meeting No. 41

**Date:** March 19th, 2016

**Place:** BC College of Social Workers Boardroom

**Members Present:**

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

**Regrets:**

Doris Darvasi

**Staff in Attendance:**

John Mayr  
Borna Ansari

1) **Call to Order and Welcome**

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

2) **Approval of Agenda**

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

**Motion:** To accept the agenda as amended.

The Motion was adopted.

3) **In-Camera Session**

The Board went in-camera at 9:10 a.m. Staff left the room. The Board received a presentation from the Auditors, followed by a Board discussion of personnel matter. The Board returned to regular session at 10:45 a.m.

	Chair
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4) **Approval of Minutes**

The members of the Board considered the draft minutes of the meeting held January 16, 2016.

The draft Minutes were amended as follows: "The meeting of the Board scheduled for November 19, 2016 is moved to November 26, 2016" revised to "The meeting of the Board scheduled for November 19, 2016 is moved to December 3, 2016".

**Motion:** To accept the draft minutes of the Board meeting held January 16, 2016 as amended.

The Motion was adopted.

5) **Business Arising**

a) **College Response to Letter from BC Deans and Directors of Schools of Social Work**

The Board reviewed the response letter sent to the Deans and Directors.

b) **Examination information sessions**

The Board reviewed the outcome of the preparation sessions attended by Staff and Board members. Overall positive results, as the sessions provided applicants with more information. The Board is considering setting up more exam preparation sessions for other institutions.

c) **Public Awareness Campaign**

The Board received the proposal plan for the public awareness campaign from Bridge Communication.

6) **Report from the Chair**

a) **Meeting with Chair of BCASW**

The Chair reported of an informal meeting with the chair of the BCASW, where a meeting between the two Boards was discussed.

b) **Strategic Planning Session**

At the Strategic Planning session held February 13, 2016, the Board set the College's strategic directions for 2 years.

**Motion:** That the 2016-2018 Strategic Directions be posted on the website.

The Motion was adopted.

	Chair
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**c) Exam Implementation**

The Board discussed the available locations of Pearson VUE professional testing centres in BC.

**d) Advice Received from the Ministry**

The Chair reviewed the letter in which recommendations have been made to be considered by the Board:

- i. The Board's input into The Board Resourcing and Development Office public member appointment.
- ii. The Board to consider board member honorarium.
- iii. The Board to consider the installment of a Past Chair position.

**e) Proposed Public Member Appointees to the Board**

The Chair advised the Board that the recommendations and the submission on names for persons to be appointed as public members, are welcomed by the Minister.

**f) Board Member Educational Opportunities**

The Chair highlighted the upcoming educational seminars and courses available to the Board. The Chair also reviewed the various education providers for the Board to visit.

**7) Report from the Registrar**

**a) CCSWR**

The Registrar is the acting President of the Canadian Council of Social Work Regulators. The Chair and the Registrar to attend the Annual General Meeting June 12 – 15, 2016 in Winnipeg.

**b) ASWB Practice Analysis**

ASWB to send out the survey regarding their practice analysis in April.

**8) Committee Reports**

**a) Discipline Committee**

	Chair
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Members were advised that the Inquiry Committee has ordered the Registrar to issue two citations for hearings.

**b) Finance Committee**

**i. Audited Financial Statements – for approval**

**Motion:** To approve the Audited Financial Statements as presented.

The Motion was adopted.

**ii. Internal Financial Statements – for filing**

**Motion:** To accept the Internal Financial Statements for filing.

The Motion was adopted.

**c) Inquiry Committee**

**i. General Report to the Board**

The Inquiry Committee reported on their 2 meetings this year. The committee reported on the number of citations issued, as well as ongoing files and files dismissed by the Registrar.

Members of the Discipline Committee left the room at 1:58 p.m. so that the Inquiry Committee could deliver reports to the board.

**ii. Complaint file reports for Board's Consideration**

Inquiry Committee presented three files to the Board:

**File no. 1:**

**Motion:** The Board to uphold the Inquiry Committee's recommendations.

The Motion was adopted.

**File no. 2:**

**Motion:** The Board to uphold the Inquiry Committee's recommendations.

The Motion was adopted.

	Chair
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**File no. 3:**

**Motion:** The Board to uphold the Inquiry Committee's recommendations.

The Motion was adopted.

Members of the Discipline Committee re-entered the room at 2:20 p.m.

**d) Quality Assurance Committee**

Quality Assurance Committee to meet in April. The chair of the committee reported on the committee's activities

**e) Registration Committee**

**i. General Report**

The Committee met on March 9, 2016. The chair of the committee reported on the activities of the committee.

**ii. Registration Statistics**

The committee reported on the Registration statistics for the period of January 1, 2016 to February 28, 2016.

**iii. ASWB Exam Pass Rate Report**

The committee reported a 93.3% pass rate for the period of September 1, 2015 to March 1, 2016.

**iv. FOI Request**

The committee discussed solutions to streamlining the handling of FOI requests.

**v. Proposed Amendments to the Bylaws (Provisional)**

**Motion:** The proposed Amendments to the Bylaws, be approved as amended for submission to the Minister.

The Motion was adopted

	Chair
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**f) Registration Appeals Committee**

**i. Decisions and Reasons**

**Motion:** That the Practice and Procedure Manual for review decisions be available on the website as a PDF, and sent out to the applicant after a request for review of Registrar's decision.

The Motion was adopted.

**9) Towards Developing a Respectful Relationship**

Registrar reported that the Consultant was continuing to develop a work plan and had proposed a number of session. A meeting of the reference group is being planned.

**10) Other Business**

**a) Request for Waiver of Reinstatement Fee**

**i. Request no. 1**

**Motion:** The Board to deny request to waive Reinstatement fee.

The Motion was adopted.

**ii. Request no. 2**

**Motion:** The Board to deny request to waive Reinstatement fee.

The Motion was adopted.

**iii. Request no. 3**

**Motion:** The Board to deny request to waive Reinstatement fee.

The Motion was adopted.

**b) Annual General Meeting**

AGM to take place on Friday April 22 2016 at the Hilton Vancouver Metrotown.

	Chair
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**c) BCCSW Policy Manual**

The members of the Board agreed to conduct a review the College's Board Policy Manual and Personnel Policy Manual. The members Magnuson, Gauvin, and Minhas agreed to undertake the review.

**11) Adjournment**

**Motion:** To adjourn the meeting at 3:45 p.m.

The Motion was adopted.

	Chair
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