

**BOARD MEETING**

**MEETING MINUTES**

**Meeting No. 44**

**Date:** August 27th, 2016

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

**Members Present at BCCSW:**

Curtis Magnuson (Chair)	Deborah Jones	
Susan Barr	Jacqueline Stokes	
Doris Darvasi		
Emma Gauvin		

**Members Present via Teleconference:**

Colleen Spier

**Regrets:**

James Campbell  
 Cheney Cloke  
 Chelsea Minhas  
 Jenny Morgan

**Staff in Attendance:**

Chelsea Cooledge  
 Borna Ansari

**1) Call to Order and Welcome**

The Chair of the Board called the meeting to order at 9:06 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.

The draft Agenda was amended as follows:

- “4.a. Public Awareness campaign – Bridge Communication” moved to “3) Public Awareness campaign – Bridge Communication”.
- “10. In-camera Session” moved to “4. In-Camera Session”.
- Addition of “6.f. Board Nominations” to the Report from the Registrar.

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

The Motion was adopted.

3) **Public Awareness Campaign – Bridge Communications**

The Board was presented with an overview of the College’s Public Awareness Campaign. Members of the Board will draft a feedback and send to the Registrar by Friday September 2<sup>nd</sup> 2016. The Registrar will share the feedback with Bridge Communications.

4) **In-Camera Session**

The Board went in-camera at 9:50 a.m. Staff left the room. The Board discussed personnel matters. The Board returned to regular session at 10:25 a.m.

5) **Approval of Minutes**

The members of the Board considered the draft minutes of the Board meeting held on June 18, 2016.

**Motion:** To accept the draft minutes of the Board meeting held on June 18, 2016.

The Motion was adopted.

6) **Business Arising**

a) **Appointment of Acting Registrar**

**Motion:** Pursuant to the s. 12(1) of the *Social Workers Act* and the s. 23(4) of the College’s *Bylaws*, the Board temporarily appoints Chelsea Cooledge, RSW, as Acting Registrar, effective June 23, 2016.

The Motion was adopted.

b) **Migration of Database to the Cloud**

**Motion:** To move the Database, in compliance with BC’s *Freedom of Information and Protection of Privacy Act* (FIPPA), to Helsby & Drake Consulting Ltd.’s remote cloud server located within Canada.

The Motion was adopted.

c) **Bylaw Amendments – Public Notification Period**

**Motion:** To agree to publishing the previously approved Bylaw Amendments to the website for the standard 3 month period as defined in the *Social Workers Act*.

The Motion was adopted.

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**7) Report from the Chair**

The Chair reported on the June 18, 2016 Board meeting, where personnel changes were decided. On June 22, 2016 the Chair, along with Board members Darvasi and Minhas met with the staff of the College to inform them of the changes.

The Chair reported on the changes in the College's banking practices.

The Chair reported of a teleconference Board meeting held on July 14, 2016.

The Chair informed the Board of the appointment of Alisa Gloag as a Public Board member.

**8) Report from the Registrar**

**a) Regulatory Updates**

The College of Registered Psychiatric Nurses of B.C. (CRPNBC), the College of Registered Nurses of B.C. (CRNBC) and the College of Licensed Practical Nurses of B.C. (CLPNBC) will be working to co-create a new nursing regulatory body that will replace all three independent Colleges.

The BC Liberal government has declared that the real-estate self-regulating body has failed to protect the public from the practice of its members and is putting an end to the Real Estate council of BC.

**b) Staffing Update**

The Registrar reported that the search for the position of Case Manager has been put on hold until such time that a Human Resources Committee has been developed and can review staffing needs.

The Manager of Communication and Programs has resigned, effective August 19, 2016.

The Administrative Assistant will be away for the month of October 2016.

The Registrar reported on the current pursuit for a temporary/contract employee to support the work of the College.

**c) Cultural Competency Training**

The Registrar reported that all staff have registered for San'yas Indigenous Cultural Safety Training offered through PHSA. All training should be complete by the end of the year.

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**d) Exam Centres Update**

ASWB informed the Registrar that the test contractor (Pearson Vue) has been in touch with UNBC and the test contractor was told that UNBC is undergoing a major campus revitalization project, which includes a test centre. ASWB will provide the college with updates.

Staff have been in contact with UNBC in regards to testing centres.

**e) Mustel Survey of Registrants**

The Registrant Research report was distributed.

**f) Board Member Nominations**

There have been eight nominations for the Board of the BCCSW, submitted during the nominations period.

**9) Committee Reports**

**a) Executive Committee**

The Chair of the Board reported that the Committee has met twice.

**i. Banking**

The signing authorities for the College have been updated.

**b) Discipline Committee**

In the Absence of the Chair, a member reported on the activities of the Committee. Currently there are no cases under review by the Committee.

**c) Finance Committee**

The Chair of the Committee reported on plans to explore strategies for investment.

**i. Internal financial Statements – for filing**

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

The Motion was adopted.

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**d) Inquiry Committee**

**i. General report to the Board**

The Chair of the Committee reported on the College’s Inquiries. There are 22 matters under review with the Registrar. 1 file has been dismissed by the Registrar. 4 files are to be presented to the Board.

The Board, after reviewing Robert’s Rules of Order, determined that if all members of the Discipline Committee left the room, the remaining members would not meet quorum. Therefore two Members of the Discipline Committee left the room at 12:32 p.m. so that the Inquiry Committee could deliver reports to the Board.

The Inquiry Committee presented 4 files to the Board:

**ii. 2015-09**

**Motion:** The Board to confirm the Inquiry Committee’s decision.

The Motion was adopted.

**iii. 2015-12**

**Motion:** The Board to confirm the Inquiry Committee’s decision.

The Motion was adopted.

**iv. 2015-15**

**Motion:** The Board to confirm the Inquiry Committee’s decision.

The Motion was adopted.

**v. 2015-17**

**Motion:** The Board to confirm the Inquiry Committee’s decision.

The motion was adopted.

Members of the Discipline Committee re-entered the room at 12:58 p.m.

**e) Quality Assurance Committee**

The Chair of the Committee reported that staff continue to work on the first draft of the Standards of Practice. The next Quality Assurance Committee meeting is set

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for September 24, 2016. The Standards of Practice Reference group will examine the initial draft for comprehensiveness and applicability to all areas of practice, on October 15, 2016.

**f) Registration Committee**

**i. General Report**

The Chair of the Committee reported on two reviews. The first reviewed a related degree application which resulted in the decision of the Registrar being upheld; to refuse a grant of registration. A second review was referred to the Registration Committee by the Registrar as per *Bylaws, s. 49.1(3)*. This review was for a clinical application where the applicant is currently registered in the full class. The Committee confirmed the decision of the Registrar to refuse clinical registration. The Chair reported on the analysis of the content First Nations degrees across the province for possible inclusion as a related degree within the Related Degree Policy. Currently, there are no degrees that meet the related degree policy.

**ii. Registration and Examination Statistics**

There are a total of 4540 social workers registered with the College as of July 31, 2016. The Committee reported a 93.8% pass rate for the Bachelor exam and a 92.9% pass rate for the Master level exam, for the period of January 1, 2016 to July 31, 2016.

**iii. Reinstatement of Former Registrant**

The Committee agreed to reinstate a former registrant, pending receipt of reinstatement fee and required forms.

**g) Registration Appeals Committee**

The Committee reported that the plans for a joint meeting between the Registration and Registration Appeals Committees has been postponed until after the Board elections.

**10) Towards Developing a Respectful Relationship**

The Chair of the TDRR Reference Group reported that the next meeting is scheduled for September 20, 2016. The Board reviewed the existing contract which expired August 18, 2016.

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**Motion:** To approve the extension of the timeline of the contract with Nashwito Creek & Associates until March 31, 2016, subject to the provision of an updated work plan, presented and agreed upon on September 20, 2016 by the TDRR Reference Group.

The Motion was adopted.

11) **New Business**

**a) Proposed Human Resources Committee**

The Board discussed the need and requirements for establishing a Human Resources Committee.

The discussion to be continued at the next Board meeting scheduled for October 1, 2016.

**b) Establish Hiring Procedure for Registrar Position**

**Motion:** To appoint Board members Jones, Gauvin, Minhas and Cloke as the Hiring Committee for the Registrar.

The Motion was adopted.

**Motion:** To task the Hiring Committee with recommending the services of a recruiting firm to the Executive Committee. The Executive Committee is authorized to retain the services of the firm as a component of the hiring process.

The Motion was adopted.

**Motion:** To appoint Board member Jones as the Chair of the Hiring Committee for the Registrar.

The Motion was adopted.

**c) Joint Meeting with BCASW – Proposed Agenda Items**

The joint meeting is scheduled for the evening of September 30, 2016.

Proposed Agenda items:

- Joint efforts to address the Truth and Reconciliation Commission Recommendations
- Code of Ethics
- Joint advocacy for recognition of RSW/RCSW's by insurance agencies.

12) **Adjournment**

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The meeting adjourned at 2:53 p.m.

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