

**BOARD MEETING
MEETING MINUTES**

Meeting No. 64

Date: November 30, 2019

Place: BC College of Social Workers Boardroom

Members Present at BCCSW:

Sonia Andhi-Bilkhu	Ruth Kenny
Cheney Cloke	Jenny Morgan
Denese Espeut-Post	Christina Rodrigues
Connie Kaweesi	Sandra Wilson

Members Present via Teleconference:

Natalie Shorten

Regrets:

Jim Campbell (Chair)

Staff in Attendance:

Mark Hillenbrand
Tracy Singh

Guests:

None


1) Call to Order, Welcome & Acknowledgement

Cheney Cloke, Vice-Chair of the Board called the meeting to order at 9:14 a.m. and welcomed the members and staff to the meeting. Acknowledgement was made that the meeting was being held on the traditional, ancestral and unceded territory of the Musqueam people.

2) Introductions & Updates

- a. Public Members: Cheney Cloke and Natalie Shorten

Newly appointed Board Member, Natalie Shorten gave a brief introduction into her background and experience and was welcomed for a one year term.

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Cheney Cloke, Appointed member and Vice-Chair was welcomed back for a two year term.

3) Approval of Agenda

The members of the Board considered the draft agenda as presented.

Motion 2019.6.1: To accept the agenda as amended.

Motion 2019.6.1 was adopted.

4) Approval of Minutes

The members of the Board considered the draft minutes of the meeting held on September 14, 2019.

Motion 2019.6.2: To accept the draft minutes of the Board Meeting held on September 14, 2019 as presented.

Motion 2019.6.2 was adopted.

5) Report from the Chair


In the absence of the Chair, Registrar Mark Hillenbrand reviewed Chair report.

- a. Ministry of Child and Family Development (MCFD) Social Program Officer Qualifications Project (Information)

Discussion was held around MCFD's ongoing struggles to hire and retain staff. The notion behind the need to expand the qualifications of individuals and acquire more people in those roles and that collaborative discussion should be held on how to manage hiring issue needs in small towns especially.

- b. Related degree substantial equivalency – Registration Classes – Associate Level Registration (Information, Discussion)
 - i. Meeting with Meghan Felbel, Director of Legislation and Legal Support, Rhianna Begley, Director of Strategic Policy and Research and Julie Adams, Manager in Strategic Policy and Research about removal of exemptions, creation of Registration Categories and Legislative or Bylaw changes. (Information)

Discussion revolved around the removal of exemptions and opening up related degrees to an associate level of Registration which would include an associate level related exam. Discussion was also held around the Ministry changing the titles from Social Worker to Social Work Officer.

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- c. Canadian Association of Social Work Education (CASWE-ACFTS) and Douglas College
 - ii. Update on CASWE-ACFTS to consider non-members of Universities Canada for accreditation (Information, Discussion)
 - iii. Draft language for Douglas College Update on website (Information, Discussion, Decision)

The College would like to add to the website a statement summarizing the latest updates on Douglas College. The proposed statement was reviewed and approved for posting to website.

6) Report from the Registrar

- a. BCCSW Operational Management (Information, Discussion)
 - i. Human Resources
 - ii. BCCSW Airport Square office lease ends in 2 years
 - 1. James Lewis, Leasing Agent, Avison and Young

The Registrar shared researched information on future lease options for the College.


- iii. Infrastructure and Technology

The College is continuing to investigate various avenues to support infrastructure and technological needs.

- b. Canadian Council of Social Work Regulators (CCSWR) 2019 Annual Registrar Meeting (Information)

The Registrar reported on the discussions held during the November 13, 2019 meeting. Topics included Indigenous content as mandatory CPD requirements, defining Committee competencies and framing AGM's as Public Information Meetings instead.

- c. British Columbia Health Regulators (BCHR) November 13, 2019 Meeting (Information)
- d. Vancouver Coastal Health (VCH) Assertive Community Treatment (ACT) Teams
 - i. Medication Delivery (Information, Discussion)
- e. BCCSW Indigenous Committee Video Project, November 23, 2019 (Information)

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7) Financial Reports

Finance Chair, Denese Espeut-Post elaborated on the proposed budget and honorarium system.

- a. Financial Report Review and Analysis
 - i. Board Travel Policy (Information-Discussion)
 - ii. Honorarium Tracking System (Information-Discussion)

Discussion was held on the current Honorarium system including frequency of payment, tracking and payment amounts.

The members of the Board considered the proposed Honorariums breakdowns for ongoing Board and Committee meetings in addition to Board approved training at the rates set out in the Honorarium document.

Motion 2019.6.3: To accept the proposed Honorariums Breakdowns as presented.

Motion 2019.6.3 was adopted.

- b. CCSWR Interjurisdictional Report – Comparison of Registration Fees across Provinces (Information, Discussion)
- c. 2019 Budget Analysis and 2020 Budget Proposal (Information, Discussion, Decision)

The Finance Chair gave an in-depth report on the Budget Worksheet and there was a discussion amongst members. Items of interest, possibility of hiring an investigator to help with Inquiry could account for Inquiry and Investigation budget change for seeking legal input. Make sure that is funded appropriately. Server change required. Criminal record checks in 2020. Discussion on criminal record checks and the requirement that College absorb the cost of report. Changing line items in Indig budget to eliminate project mgmt.

Motion 2019.6.4: To approve the proposed budget as amended.


Motion 2019.6.4 was adopted.

8) Other Business

- a. BCCSW 2020 Board Election Update (Information)

The 2020 Board Election closes at 11:59 pm November 30, 2019.

- b. Cayton Report – Consider making BCCSW's response to Ministry of Health (MOH) and MCFD public, perhaps post to College website (Information, Discussion, Decision)

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There was discussion that high level strategic thought needs to be a part of the College's response to the MOH's request for comment on the steering committee's report on the modernization of professional regulation in BC. Natalie Shorten volunteered to assist Registrar and Chair Jim Campbell in crafting a response.

- c. Crown Agencies and Board Resourcing Office (CABRO)
 - i. Training Resources for Board Members (Information, Discussion, Decision)
 - ii. Link to information on BCCSW website (Information, Discussion, Decision)

Tabled for a future Board meeting.


9) Association of Social Work Boards (ASWB) Report from attendees of 2019 Annual Meeting of the Delegate Assembly (Information, Discussion)

- a. Board Stability and Criminal Records – Cheney Cloke
- b. Regulation and Academia – Sonia Bilkhu, RSW
- c. Discipline – Jenny Morgan, RSW
- d. Technology – Ruth Kenny, RSW
- e. Supervision – Sandra Wilson, RSW

The Vice-Chair with input from fellow Board members who attended the Delegate Assembly shared their experiences with a focus on topics including, e- and tele counseling, Board stability, Board member representation, frequency of meetings, length of terms and Board evaluation tools including end of year reviews and exit interviews.

10) Committee Reports

- a) Indigenous – The Chair of the Committee reviewed the committee report noted that two Youths will be in attendance for the next Committee meeting. It was also noted that once the College has a staff liaison within the committee, that items of action will be rolled out faster.
- b) Inquiry – Members of the Discipline Committee stepped out of the meeting while a member of the Inquiry Committee presented two files to the remaining Board members for discussion and consideration.
- c) Discipline - no report
- d) Registration – The Chair of the Committee presented various Registration Statistics. It was commented that the Committee is working to gather material on clinical social work across Canada with a focus on substantial equivalence and related degrees. It is the aim of the Committee to present the findings of this research early next year.

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- e) Quality Assurance – The Chair of the Registration Committee presented the report and there was an update from the Registrar that the Chair of the Quality Assurance Committee would like to take a step back leaving a spot open for a Committee Chair.
- f) Registration Appeal –no report
- g) Policy – no report

11) Future Meeting & Event Dates

- a. Special Events
 - i. January 31st, 2020 – Farewell and introduction to new Board members - Board and Staff dinner.
 - ii. Tenth Anniversary of Founding of BCCSW
- b. Strategic Planning
February 1st, 2020
- c. BCCSW 2020 Board Meeting Schedule – Future Board dates were discussed however are still in need of being set.
- d. BCCSW Annual General Meeting Planning
 - i. Proposed Date: May 8th, 2020 – Pinnacle Hotel Vancouver - although Board members expressed interest in having this held at the Sheraton Vancouver Airport Hotel in Richmond.

12) Adjournment

The meeting adjourned at 3:14 pm time

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Decision Summary

Motion #	Motion	Decision
Motion 2019 6.1	To accept the agenda	Adopted
Motion 2019 6.2	To accept the draft minutes of the Board Meeting held on September 14, 2019 as presented.	Adopted
Motion 2019 6.3	To accept the proposed Honorarium System	Adopted
Motion 2019 6.4	To approve the proposed Budget as amended	Adopted

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13) Next Meeting dates & Strategic Planning

January 25, Board Meeting (via zoom, shorter meeting)

January 31, Special Events – Farewell and introduction to new Board members and staff

February 1 (Strategic Planning Day) for newly elected and previous Board members and the BCASW and a Facilitator

Subsequent Board Meeting dates TBA

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