

**BOARD MEETING
MEETING MINUTES**

Meeting No. 67

Date: April 18, 2020

Place: Zoom Videoconference

Members Present via Videoconference:

Sonia Andhi-Bilkhu	Connie Kaweesi
Selena Bateman	Jenny Morgan
Cheney Cloke	Christina Rodrigues
Ellice Daniel	Natalie Shorten
Denese Espeut-Post	Sandra Wilson

Regrets:

Jim Campbell

Staff in Attendance:

Mark Hillenbrand, Tracy Singh

Guests:

1) Call to Order, Welcome, Acknowledgement of Traditional lands

Cheney Cloke, Vice Chair of the Board called the meeting to order at 9:03 am and welcomed the members, guests and staff to the meeting with the following acknowledgement. We acknowledge that the office of the BC College of Social Workers is located on the traditional, ancestral and unceded territory of the x^wməθk^wəyəm (Musqueam people).


Further, this acknowledgment, gratitude and respect extends to all the First Nations communities on whose traditional territories the British Columbia College of Social Workers builds relationships and conducts business.

2) Approval of Agenda and Time Keeping

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

Motion 2020.3.1: To accept the draft agenda. Motion made by Cheney Cloke.

Motion 2020.3.1 was adopted.

	Chair
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3) Covid-19 Group Check-in

Members shared personal stories of how they are coping with the current COVID-19 pandemic situation.

4) Approval of Minutes

The members of the Board considered the draft minutes of the meeting held on January 25, 2020 and February 1, 2020.

Motion 2020.3.2: To accept the draft minutes of the Board Meeting held on January 25 and February 1, 2020 as written. Motion made by Cheney Cloke.

Motion 2020.3.2 was adopted.

5) Report from the Chair

Cheney Cloke, Vice-Chair asked if Mark Hillenbrand, Registrar could speak to the points in the Chairs Report.

- a. Registrar, Mark Hillenbrand provided insight into Douglas College's request that the Douglas College tab be removed on the front facing portion of the College website. Selena Bateman and Connie Kaweesi provided insights and ideas into this issue. Further discussion continued regarding non-accredited programs. Suggestion made to remove the homepage Douglas College tab and provide information regarding the Douglas College's situation at the registration section of website. The College to provide recommendation to move Douglas College information from homepage to registration section of website.
- b. Public appointed member vacancy on the Board. Board working with Crown Agencies and Board Resourcing Office (CABRO) to finalize and post open public member position. Public member position posting draft was reviewed by Board.

Motion 2020.3.3 Denese Espeut-Post motioned to accept draft with edits. Jenny Morgan seconded the motion. Motion approved.

Motion 2020.3.3 adopted.

6) Report from the Registrar

a. Operational Management

- i. COVID-19 emergency resulted in staff transitioning to working from home. Temporary registration applications have increased. Registration Manager Hoon Kim has prioritized temporary applications.
- ii. Hiring update includes the posting of the Director of Professional Practice position and discussions with two part-time contract practice consultants.
- iii. Infrastructure and Technology.

- a. Office lease due for renewal in February 2021. Options for office space post November 2021 include space at the Health Professions Hub or current building. Discussion held regarding what future of office space needs/opportunities post COVID-19. Current lease has November 2020 date for opening discussions for renewing lease at current space.
- b. In process of transition from on-site server to Microsoft Office 365.

- b. Association of Social Work Boards (ASWB) COVID-19 test center closure and test approval extensions.

Testing shut down. ASWB recognizes that they cannot stay shut down indefinitely, coming up with a plan prioritize testing.

- c. Canadian Council of Social Work Regulators (CCSWR) 2020

Registrar engaged in ongoing meetings with regulators and associations from across Canada. Current discussions focused on COVID-19 emergency.

- d. British Columbia Health Regulators (BCHR) 2020 meetings

Registrar engaged in ongoing meetings focused on COVID-19 emergency.

- e. 2019 Annual Report Draft review and approval. (According to College Policy, 6.1 the annual report is to be submitted to the Minister within 120 days after the end of the fiscal year (April 29, 2020).

Motion 2020.3.4: To accept this report as amended. Denese Espeut-Post motioned to approve and Cheney Cloke seconded the motion.

Motion 2020.3.4 was adopted.

- f. Late Fee Waiver Requests review and approval

Registrants request for waivers were provided to the Board to review. Waivers were reviewed, consensus was achieved regarding approval and denial of requests.

Motion 2020.3.5 Motion to approve and deny late waivers as indicated by consensus.

Motion 2020.3.5 adopted.

Board noted that history of late fee waiver decisions would be helpful to have next year.

7) 2019 Financial Report

- a. Financial Report Review and Analysis
- b. 2019 Financial Audit

Denese Espeut-Post, Finance Chair, spoke about the yearly independent audit. There were no significant issues identified. Recommendation made to ensure credit cards are paid in time to avoid additional interest charges. An audit engagement is the highest level. No deficiencies in our internal controls.

2020.3.6 Denese Espeut-Post motioned to approve the 2019 financial statements as presented. Christina Rodrigues seconded the motion. Motion approved.

Motion 2020.3.6 adopted

Finance Committee has met one time so far this year, travel and education policy in draft form with revisions and will review at next committee meeting and hopefully have something for the Board to review at next meeting.

- c. CCSWR Interjurisdictional Report – Comparison of Registration Fees across Provinces

Fee increase discussion, tabled for next meeting.

8) Other Business

a. BCCSW Board Strategic Planning

i. Feedback on February 1st, 2020 meeting

- How do we want to move forward on strategic planning?
- Could the members give formal feedback on the facilitated session?
- Members did find the day valuable and helpful however the day was not strategic planning focused enough.

ii. Ideas for next stage and process. Registrar to organize facilitator interviews to be scheduled on Saturday, May 9th, 2020.

- b. Social Work Practice Mobility was identified as a topic that should have ongoing Board attention.
- c. Social Work Regulation and Title Protection was identified as a topic that should have ongoing Board attention.

9) Committee Reports

- a. Indigenous – Chair, Jenny Morgan, RSW
- b. Inquiry – Chair, Denese Espeut-Post
- c. Discipline – Chair, Cheney Cloke
- d. Quality Assurance – Selena Bateman, RSW
- e. Registration – Chair, Connie Kaweesi, RCSW
- f. Registration Appeals – Chair, Traci Marriott, RSW
- g. Policy – Chair, Jim Campbell, RCSW

10) Future Meetings and Event Dates

BCCSW Annual General Meeting

- i. Postponed – According to BC College of Social Workers Act bylaws, General Meetings 30. (2) ..., an annual general meeting must be held at least once in every calendar year and not more than 15 months after the holding of the last preceding annual general meeting. (Last year's Annual General Meeting was held on May 3, 2019)
- ii. Assuming an emergency exemption is not requested, this year's Annual General Meeting needs to be scheduled prior to August 3, 2020.
- iii. Bylaws are silent on in-person versus attending by technology.

Board discussed the COVID-19 emergency resulting in the need to hold 2020 Annual General Meeting by video conference. Board directed Registrar to develop proposal for holding Annual General Meeting by video conference.

- a. Next Board Meeting June 20th, 2020.

11) Meeting Adjournment

The meeting adjourned at 3:10 pm.

	Chair
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Decision Summary

Motion #	Motion	Decision
Motion 2020 3.1	To accept the Agenda.	Adopted
Motion 2020 3.2	To accept the draft minutes of the Board Meetings held on January 25, 2020 and February 1, 2020.	Adopted
Motion 2020 3.3	To accept public Board member posting with edits.	Adopted
Motion 2020 3.4	To accept the draft Annual Report as amended.	Adopted
Motion 2020 3.5	To approve and deny late fee waivers as indicated by consensus.	Adopted
Motion 2020 3.6	To accept the 2019 Financial Statements as presented.	Adopted

	Chair
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