

## Council Meeting Minutes

### Videoconference

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6 Date: November 29, 2022

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8 Location: Videoconference – Microsoft (MS) TEAMS

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10 Present: K. Westfall-Connor, RMT, President

11 S. Adderley, RMT

12 S. Biber, RMT

13 A. Cantalini, RMT

14 L. Hargreaves, RMT

15 C. Mandalentis, RMT

16 J. Mathers, Public Member

17 D. Oehring, RMT

18 J. Patel, Public Member

19 H. Shears, Public Member

20 R. Van Vliet, RMT

21 C. Watt, Public Member

22 L. White, Public Member

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24 Administration: M. Boon, Registrar & CEO

25 A. Brennand, Director, Policy and Communications

26 V. Browne, Director, Registration Services

27 N. Garnette, Director, Professional Conduct

28 V. McCoy, Director, Professional Practice

29 G. Njuguna, Director, Corporate Services

30 R. Pestana, Manager, Policy and Communications

31 A. Peco, Manager, Hearings

32 A. Prabakaran, Manager, IT Applications

33 C. Ralph-Edwards, Controller

34 B. Sumpton, Manager, Research

35 C. Simpson, Governance Administrator

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37 Guests: Michael Goldman, Facilitation First

38 Sarah Butson, Facilitation First

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40 Regrets: I. Vining, RMT

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42 Recorder: C. Simpson, Governance Administrator

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44 *The Council Meeting was Livestreamed.*

45 1. Call to Order

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47 K. Westfall-Connor, President, called the Council Meeting to order at 9:00 AM and  
48 welcomed observers on the Livestream.

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50 J. Mathers provided the land acknowledgement as a demonstration of recognition and  
51 respect for Indigenous peoples.

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53 2. Declaration of Conflict of Interest

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55 No conflicts of interest were declared.

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57 3. Approval of the Agenda of November 28, 2022

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59 **2022 November 29 - MOTION 1: C. Watt/ C. Mandalentis**

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61 THAT the agenda of November 29, 2022 be adopted by Council as presented.

62 **CARRIED**

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64 4. Items for Decision

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66 4.1 2023-2025 Strategic Plan

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68 J. Mathers, Chair of the Strategic Planning Ad Hoc Committee, thanked Facilitation First for  
69 their guidance throughout the process, the DEI Ad Hoc Committee, and everyone who  
70 played a significant role in the development of the 2023-2025 Strategic Plan.

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72 M. Goldman of Facilitation first presented the draft 2023-2025 Strategic Plan.

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74 **2022 November 29 – MOTION 2: S. Biber /J. Mathers**

75  
76 THAT Council approves the 2023-2025 Strategic Plan, including goals, strategies,  
77 and vision as presented.

78 **CARRIED**

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80 **The following Next Steps were discussed and noted:**

- 81 1. Facilitation First will meet with staff to create the Rolling Plan.
- 82 2. Staff will revise the Workplan and integrate the new projects and KPIs.
- 83 3. Staff will present the revised 2023 Workplan to Council for ratification in February 2023.
- 84 4. A discussion on how to share the new Strategic Plan throughout the organization, and
- 85 how to monitor and sustain the plan for the following years.

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87 *Michael Goldman and Sarah Butson left the meeting at 9:32 AM*

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90 5. Items for Decision

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5.1 Discipline Hearings Tariff Review

L. Hargreaves, Chair of the Discipline Committee, provided an overview noting that the tariff is a set monetary amount that represents what it costs the College to hold a one-day hearing. The tariff has been in place at the College since January 2021 and is subject to a review every two years.

A. Peco, Manager, Hearings presented the Discipline Hearings Tariff Review.

The Discipline Committee recommended two changes, an increase to the daily tariff rate and the introduction of a separate tariff rate applicable to half-day hearings.

**2022 November 29 – MOTION 3: L. White/J. Patel**

THAT Council increases the one-day hearing tariff rate to \$8,778 and introduces a half-day tariff rate of \$5,852 as presented.

**CARRIED**

*There was a 20-minute break at 9:45 AM. Council reconvened at 10:05 AM.*

5.2 Advertising and Records Standards for Consultation

B. Sumpton, Manager, Research presented the Advertising and Records Standards for Consultation.

**2022 November 29 – MOTION 4: S. Biber/R. Van Vliet**

THAT Council approves the proposed Standard of Practice Advertising and Standard of Practice Records for circulation to stakeholders for comments as presented.

**CARRIED**

5.3 2023 Council Meeting Schedule

M. Boon, Registrar & CEO, presented the 2023 Council Meeting Schedule. She noted that two in-person meetings are being considered – the Council Retreat in February 2023 and the Professional Development Day in June 2023. Hybrid accommodations will be available where applicable.

**2022 November 29 – MOTION 5: L. White/S. Biber**

THAT Council approves the 2023 Council Meeting Schedule as presented.

**CARRIED**

135 6. Items for Information

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137 6.1 CNAR Conference Reports

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139 Council Members, J. Mathers, C. Mandalentis, J. Patel, and K. Westfall-Connor attended the  
140 CNAR Conference in October 2022. They provided a verbal report and shared knowledge  
141 gained at the conference.

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143 6.2 Council Meeting Evaluation for September 20, 2022

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145 No concerns were raised respecting the September 20, 2022 Council Meeting Evaluation.

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147 6.3 Professional Standards Authority Safer Care (PSA)

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149 No concerns were raised respecting the Professional Standards Authority Safer Care report.

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151 6.4 B.C. Health Professions and Occupations

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153 No concerns were raised respecting the B.C. Health Professions and Occupations update.

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155 6.5 Bill 106 Update

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157 No concerns were raised respecting the Bill 106 Update.

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159 7. New Business

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161 J. Mathers noted that the November 2022 Council Meeting was K. Westfall-Connors' last  
162 official meeting as President.

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164 Council thanked K. Westfall-Connor for her service as President over the last three years.

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166 8. Adjournment

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168 **2022 November 29 – MOTION 6: L. Hargreaves/S. Biber**

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170 THAT the November 28, 2022 Council meeting be adjourned.

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**CARRIED**

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174 The meeting was adjourned at 10:55 AM and the Livestream ended.

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180 9. In-Camera Session

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182 In accordance with the RHPA Schedule 2, Section 7 (2)(d), Council convened an In-Camera  
183 Session at 11:00 AM, via a new Microsoft Teams meeting link, to discuss personnel matters.

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K. Westfall-Connor, RMT  
189 President

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M. Boon  
Registrar CEO