

COLLEGE OF PODIATRIC SURGEONS OF BRITISH COLUMBIA
BOARD MEETING MINUTES
2016-01

Date: Saturday, Jan. 23, 2016
Time: 2:30 p.m.
Location: CPS-BC Office; 101-850 Harbourside Drive, North Vancouver

PRESENT: Elected Board members Drs. David Brooks (Board Chair), Dana Alumbaugh (Board Vice-Chair) and Gavin Chalmers; appointed Board members Messrs' Sandy Gray and Mahmood Awan; Registrar Ms. Val. Osborne (Interim)

ABSENT: Elected Board member Dr. Jaspaul Riar

GUESTS: none

BUSINESS

1. CALL TO ORDER

The Chair called the meeting to order at 2:45 p.m.

2. APPROVAL OF AGENDA

MOTION 160101: That the January 23, 2016 Board meeting agenda is approved with the power to add.

CARRIED

Added: Item 7.14 : Board Meeting Policies

3. APPROVAL OF MINUTES

3.1 Sept. 12, 2015 (2015-04)

MOTION 160102: That the September 12, 2015 Board meeting minutes are approved as presented.

CARRIED

3.2 Oct. 16, 2015 (2015-05)

MOTION 160103: That the October 16, 2015 Board teleconference minutes are approved as presented.

CARRIED

4. OPERATIONAL REPORTS

4.1 Board Chair Report

See items 6.2 and 6.4.

4.2 Financial Report

The Registrar presented the year-end financial report and will present a revised forecast for 2016 budget at the next Board meeting.

The Board directed the Registrar to cancel the College's Yellow Pages listing

MOTION 160104: That the Financial Report has been received.
CARRIED

4.3 Bring forward / To Do Task List

The Registrar presented the current task list.

4.4 Registrar's Report

The Registrar reported on the operations of the office and the improved functioning that has resulted from additional human resources.

4.5 Unauthorized Podiatric Practice

The Registrar reported that a number of cases are still before the College, the College will proceed to address some cases and other Colleges may assist where unauthorized practice triggers their jurisdiction. See also items 7.6 and 7.7 below.

5. REGULAR BUSINESS - COMMITTEE REPORTS

5.1 Registration Committee (RC)

See also item 6.1. Committee member Dr. Alumbaugh reported that a small number of registrants are extremely delinquent on CE and other reporting requirements and the Committee may as a last resort refer a few cases to the Inquiry Committee.

The Committee is still considering draft revisions to the bylaws relating to registration classes.

MOTION 160105: That the Registration Committee Report has been received.
CARRIED

5.2 Inquiry Committee (IC)

The Committee Chair Dr. Chalmers reported on the status of the complaint file load and presented anonymized tracking summaries. Since the last Board meeting 3 cases have been disposed of and 2 new files opened.

The Committee has appointed a registrant as an 'inspector'.

MOTION 160106: That the Inquiry Committee Report has been received.
CARRIED

5.3 Discipline Committee (DC)

The Committee Chair Dr. Brooks reported that there is nothing new to report since the previous Board meeting but reminded the Board that there may be a need to appoint a new Committee member in the near future.

MOTION 160107: That the Discipline Committee Report has been received.
CARRIED

5.4 Quality Assurance Committee (QAC)

The Committee Chair Dr. Alumbaugh reported that the QAC has continued to work on facility standards, augmentation to the laser instrument standards, and complementary and alternative medicine standards. The next Committee meeting will take place in late February or early March. See also item 6.6 re lasers.

MOTION 160108: That the Quality Assurance Committee Report has been received.
CARRIED

5.5 Surgical Practice Standards Committee (SPSC)

There was no report from the Committee.

5.6 Patient Relations Committee (PRC)

The Registrar reported on behalf of the PRC Chair that the Committee continues to work on recommendations for revised patient relations conduct standards and presented an update and material on the subject of treatment of family members.

MOTION 160109: That the Patient Relations Committee Report has been received.
CARRIED

5.7 Bylaw Committee

The Registrar reported that the Registration Committee will likely comment on draft bylaws at their next meeting.

6. CONTINUING BUSINESS

6.1 Criminal Record Review Program

The Registrar reported that the College's records indicate that the registrants of the College are in full compliance with the Criminal Records Review Act program.

6.2 Liaison with BCPMA - *In camera*

The matter was held *in camera* and a direction was given to the Chair by the Board.

6.3 Laboratory Services Act Regulation

The Registrar reported that no issues have been reported with respect to the LSA framework.

6.4 Issues Committee

The Registrar reported on a recent meeting between a registrant and the Parliamentary Secretary to the Minister of Health, which appears to have given the latter considerable insight into the role of podiatric medicine in high risk care and lowered morbidity, amputations, mortality and health care costs.

6.5 Podiatric Corporations - Insurance Coverage

The Registrar reported that separate malpractice coverage is not required by other bodies; the requirement is that the corporations ensure that their employees have coverage.

6.6 Laser Notice - Follow up

MOTION 160110: To allow the delegation of the application of laser for the purpose of destroying tissue to laser-qualified registered nurses in accordance with College policy.

CARRIED

The Registrar will send a notice to the Registrants of the above refinement to College policy.

7. NEW BUSINESS

7.1 Re a registrant

MOTION 160111: That the reinstatement fee for Dr. [REDACTED] is waived and the registration fee for 2015 be reduced to \$683.00.

CARRIED

MOTION 160112: That the registration fee for 2016 for Dr. [REDACTED] is reduced to \$2050.00.

CARRIED

7.2 Re a registrant

MOTION 160113: That Dr. [REDACTED] be required to provide a post dated cheque to the College for the second installment of the 2016 registration fee.

CARRIED

7.3 Re a registrant

The Board directed that they will consider a refund of the 2015 fees for a registrant if the registrant makes a request for that relief.

7.4 Board Election Schedule

MOTION 160114: That the date and time for the College's 2016 Annual General Meeting be changed to Saturday, September 10, 2016 at 10:00 a.m.

CARRIED

The Board further directed that a free Continuing Education session in a topic such as medical recording keeping be held in conjunction with the AGM.

7.5 National Wall of Remembrance Association

The Board directed that the subject of support for and advertising the profession through this initiative is a matter for the Podiatric Medical Associations.

7.6 Valaent Pamphlet

The Registrar presented marketing material produced by or in conjunction with the Valaent pharmaceutical concern, which contains misleading content and may abet unauthorized practice by chiropractors. It was agreed that the College should contact the publishers and request a correction. The Registrar will prepare some talking points on the matter.

7.7 Canadian Running Magazine Article

The Registrar presented an article from the most recent issue of the Canadian Running magazine, which contains misleading content and may abet unauthorized practice by podologists. It was agreed that the College should contact the magazine and request a retraction and explanation. The Registrar will prepare some talking points on the matter.

7.8 Mission Statement

The Registrar referred examples of regulatory body's mission statements to the Board for consideration and inspiration with a view to adopting such messaging for College.

7.9 Strategic Planning

The Registrar spoke in broad terms about the needed content of a strategic plan and the importance to the organization of having one in place as soon as practicable.

7.10 Leaving Practice Policy

The draft policy was referred to the Quality Assurance Committee for review.

7.11 Ending Practitioner - Patient Relationship Policy

The draft policy was referred to the Quality Assurance Committee for review.

7.12 After Hours Coverage Policy

The draft policy was referred to the Quality Assurance Committee for review.

7.13 E-mailing Patient Records Policy

The draft policy was referred to the Board for review.

7.14 Board Meeting Rules Policy

The draft policy was referred to the Board for review.

8. NEXT MEETING(S)

The next two meetings were set for Saturday, March 19, 2016 and June 4, 2016 at 2:30 p.m., at the College offices.

9. ADJOURNMENT

The Chair declared the meeting adjourned at 5:30 p.m.