

**COLLEGE OF PODIATRIC SURGEONS OF BRITISH COLUMBIA**

**BOARD MEETING MINUTES**

**2018 - 03**

**Date:** Saturday, April 14, 2018  
**Time:** 9:00 a.m.  
**Location:** CPodSBC Office; 101 - 850 Harbourside Drive, North Vancouver

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**PRESENT:** Elected Board members Drs. Dana Alumbaugh (Board Vice-Chair, A/Chair), Gavin Chalmers, Julie Yee, Hiedi Postowski; appointed Board member Mr. Ken Stewart; Registrar Ms. Val. Osborne (Interim)

**BUSINESS**

**1. CALL TO ORDER**

The Chair called the meeting to order at 9:10 a.m. and welcomed Dr. Hiedi Postowski to the Board.

**2. APPROVAL OF AGENDA**

The Chair declared the April 14, 2018 Board agenda approved with the power to add or modify.

**3. APPROVAL OF MINUTES**

**MOTION 180301:** The January 27, 2018 Board meeting minutes are approved as presented.  
**CARRIED**

**MOTION 180302:** The March 6, 2018 Board meeting minutes are approved as presented.  
**CARRIED**

**4. OPERATIONAL REPORTS**

**4.1 Board Chair Report**

The Chair spoke on a number of topics. A letter has been sent to the Minister of Health focusing on barriers to collaborative practice and requesting a meeting. The Chair will send a letter to the BCPMA to the effect that it falls to that organization to seek amendment of regulations on Patterns of Practice Committees to refer to the PMA rather than the obsolete BCAP.

**4.2 Financial Report**

The Registrar presented the financial report for the first quarter.

**4.3 Bring forward / Task List**

The Registrar presented the current task list and discussed a number of items.

**4.4 Registrar's/Operational Report**

The Registrar addressed various operational issues. The Board agreed that the College would move forward to pay the cost to complete a foot sculpture that is being donated to the College.

The College of Pharmacists is working on revising the prescribing chart to address the omission of podiatry in some places. The MSC has been asked to correct references to the College on the MSP area of the government website.

#### **4.5 Unauthorized Practice Report**

The Registrar reported on the status of a number of recent and ongoing unauthorized practice cases and issues, including undertakings to cease and desist title use and trademark objections.

### **5. REGULAR BUSINESS - COMMITTEE REPORTS**

#### **5.1 Registration Committee**

The Board reviewed the report of the Committee concerning the status of registration renewals for 2018.

#### **5.2 Inquiry Committee**

The Board reviewed the anonymized complaint file and complaint call statistics.

#### **5.3 Discipline Committee**

There was no report; there are no hearings currently scheduled.

#### **5.4 Quality Assurance Committee**

There was no report; there have been no QAC meetings since the most recent Board meeting.

#### **5.5 Surgical Practice Standards Committee**

There was no report. It was noted that the College has still to contact the CPSBC registrant who is on the Committee to ascertain if he wishes to continue on the Committee. A registrant may be approached regarding the development of expanded facility standards for anaesthesia in podiatry practices.

#### **5.6 Patient Relations Committee**

**MOTION 180303:** Dr. Hiedi Postowki is appointed to the Patient Relations Committee and as Chair of the Committee effective immediately, and the resignation of Ms. Diana Brown is acknowledged with thanks.

**CARRIED**

### **6. CONTINUING BUSINESS**

#### **6.1 Liaison with BCPMA - *In camera***

The Board had a general discussion about relations with the BCPMA and will reach out the BCPMA with a view to achieving more effective dialogue.

#### **6.2 Government/MoH Liaison re Inter-collaborative Practice**

See item 4.1 regarding a letter to the Minister of Health.

### **6.3 Lease / Office Space Options**

The Registrar reported on the status of the current office space lease and pending new space.

### **6.4 Revised Bylaws Status**

The Registrar reported on the status of the Ministry's review of the propose revised bylaws.

### **6.5 Recognition of Other Foot Care Providers**

The Board again discussed issues surrounding the regulation of foot care providers other than DPMs. The Registrar reported in general on the status of the initiative in Alberta to develop a regulatory framework for different providers. The Board will continue its attempt to open a dialogue with the Minister on an expanded scope of foot care regulation.

### **6.6 Cultural Sensitivity Training**

The Board explored some training options from private providers and will continue to consider options for multi-cultural and multi-faceted sensitivity training.

## **7. NEW BUSINESS**

### **7.1 Practice Assessment Project**

**MOTION 180304:** The Board directs Dr. Hiedi Postowski to develop an inspection policy as an objective evaluation tool in a practice inspection program, to include a checklist of requirements and a strategy for practice inspections for implementation by January 1, 2019.

**CARRIED**

### **7.2 CME Credit Hours for Inquiry Committee and Inspectors**

**MOTION 180305:** A new category of Continuing Education credits is created for Committee work, subject to Board policy to be developed for individual Committees, including a maximum claim of 12 hours per year.

**CARRIED**

**MOTION 180306:** Inquiry Committee members and inspectors may claim 2 hours of continuing education for each meeting including investigation meetings, subject to the maximum allowed claim of 12 hours per year.

**CARRIED**

### **7.3 Signatories**

The Board discussed appointment of a new Board bank signatory and will put the matter over until after the next Board election.

### **7.4 Website Changes**

The Registrar reported that the website is now mobile-friendly, has a language search function and a members-only area, both of which are about to be completed.

### **7.5 Acronym Change**

The Registrar reported that the College's acronym change to CPodSBC has been implemented.

**8. ORIENTATION**

The Registrar provided updated organizational information; moving forward an orientation topic will be discussed at the start of each Board meeting.

**9. NEXT MEETING(S)**

The next Board meeting was re-scheduled for Saturday July 14 at 9:00 a.m. at the College offices. The strategic planning meeting was put over until shortly after the next election – tentatively October 20, 2018.

**10. ADJOURNMENT**

The Chair declared the meeting adjourned at 1:15 p.m.