

Council Draft Minutes June 24, 2021 - Zoom Meeting

Council Members Present:

Regional Electoral District 1 Councillors: Rebecca Martin, PAg (Treasurer); Todd Larsen, PAg
Regional Electoral District 2 Councillors: Jessica Morgan, PAg (President); William Shaw, PAg
Regional Electoral District 3 Councillors: Warren Mills, PAg; Kirk Phair, PAg; Yasemin Parkinson, PAg
Lay Councillors: Aiden Wiechula, RPF; Brock Endean; Carla Corbett Schiller, RPBio; Matthew Voell, J.D.
Past President (non-voting): Jane Kerner, PAg

BCIA Staff Present:

JP Ellson, Chief Executive Officer and Registrar
Laurena Olsen, Deputy Registrar
Julia Henshall, Communications Officer (Recorder)

The meeting was called to order at 12:02 pm.

1. Welcome

The President welcomed the members of Council to the meeting and confirmed quorum was met.

2. Approval of Agenda

Motion to approve the agenda as presented. **Carried**

3. a) Approval of Draft Meeting Minutes from April 29, 2021

Motion to approve meeting minutes from April 29, 2021, as presented. **Carried**

b) Approval of Draft Meeting Minutes from June 8, 2021

Under agenda item #4 the last action item was clarified to read: Committee Chairs should recap with members if they are planning to continue after their current term.

Motion to approve meeting minutes from June 8, 2021, as presented with amendment. **Carried**

4. Chief Executive Officer's (CEO) Report

Council discussed the revised Governance Manual and TORs. It was determined that a tool be developed to evaluate the performance of committees and determine the frequency of the evaluations. In addition, a TOR is needed for the purpose and function of the Executive Committee.

Action: The Deputy Registrar will inquire with other regulator(s) regarding their processes and forms for committee evaluations.

Action: The CEO to develop a TOR for the Executive Committee

a) Revised Governance Manual

Council agreed to approve and if further amendments will address those at a later date. The Deputy Registrar provided minor edits as noted for Council to consider.

Motion to approve the revised Governance Manual as presented with minor grammatical changes. **Carried**

b) Revised TORs for Committees and Working Groups

Council agreed to approve and if further amendments will address those at a later date. The Deputy Registrar provided minor edits as noted for Council to consider.

Motion to approve the revised TORs as presented with minor grammatical changes. **Carried**

c) Onboarding of New Councillors

The CEO met with the new Registrant Councillor Yasemin Parkinson, PAg and new Lay Councillor Carla Corbett Schiller, RPBio and reviewed the Governance Manual, the PGA plus answered questions from the new Councillors. The second new Registrant Councillor William Shaw, PAg declined the invitation as he is a returning councillor and is familiar with the materials.

This onboarding method received positive feedback from Councillors.

5. Update on Reserved Practice Regulations

The CEO provided an update on the most recent definition of Reserved Practice submission to OSPG. The definition has developed into two paragraphs long and follows a template that the College of Applied Biology (CAB) developed. There was discussion surrounding the terms 'receiving environment' and 'environment' that CAB included in their definition. BCIA suggested 'natural environment' to OSPG.

Action: The CEO to revise the Reserved Practice definition based on ministry definitions of 'receiving environment' that are in their current legislations. The CEO asked for input from Council regarding the use of 'receiving environment' to be emailed to him.

6. Councillors' Dedicated Email Addresses

Council discussed if there is a need for individual BCIA councillor addresses as the work contact as per directives relating to the PGA are available online for the public. The President requested to discuss further at the October meeting.

Action: Add BCIA Councillor Email Addresses Discussion to the agenda of the October 1-3, 2021 Council meeting.

7. COVID-19 Vaccine Protocols for In-Person Council Meetings

Council discussed vaccinations, masks and meeting restrictions guidelines specifically for the October 1-3, 2021 meeting in Richmond.

Action: Revisit by phone call in September to reflect more updated guidelines closer to the meeting.

8. In Camera

Motion to start the in-camera session at 1:09 pm. Carried

9. Adjournment

Meeting adjourned at 1:34 pm.

Upcoming Quarterly Meetings and Check-In Calls

- Thursday, September 9 (to align with #7 above) at 7pm [Zoom]
- *Quarterly Meeting:* October 1-3, 2021 at the Marriot Airport Hotel, Richmond
- Tuesday, November 2, 2021 at 7pm (suggested call)
- *Quarterly Meeting:* December 3-4, 2021 at the Sheraton Hotel, Richmond
- *Quarterly Meeting:* February 25-26, 2022 (suggested date)
- *Quarterly Meeting:* May 2022, in conjunction with the BCIA/ASTTBC Conference May 5-7, 2022 in Penticton (TBD at October Council Meeting)