

Council Approved Minutes June 8, 2021 - Zoom Meeting

Registrant Councillors Present:

President: Jessica Morgan, PAg

Regional Electoral District 1 Councillors: Rebecca Martin, PAg (Treasurer); Todd Larsen, PAg

Regional Electoral District 2 Councillors: Jessica Morgan, PAg; William Shaw, PAg

Regional Electoral District 3 Councillors: Warren Mills, PAg; Kirk Phair, PAg; Yasemin Parkinson, PAg

Lay Councillors Present: Carla Corbett Schiller, RPBio; Aiden Wiechula, RPF; and Matthew Voell, J.D.

Registrant Councillors Absent: None

Lay Councillors Absent: Brock Endean

BCIA Staff Present:

JP Ellson, Chief Executive Officer and Registrar

Laurena Olsen, Deputy Registrar

Julia Henshall, Administrative & Communications Officer (Recorder)

The meeting was called to order at 12:00 pm.

1. Welcome

2. Approval of Agenda

Discussion of next meeting added to Other Business.

Motion to approve the amended agenda. Carried

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

There were some suggested edits not incorporated into the presented minutes.

Motion to table the approval of the April 29, 2021 meeting minutes until the next meeting. Carried

4. Chief Executive Officer's Report

JP Ellson, CEO/Registrar verbally provided the following:

OSPG Update: An upcoming meeting with OSPG and the four other related regulators will include BCIA's fourth proposal on Reserved Practice, and the College of Applied Biology's (CAB) draft of Restricted Practice. The OSPG has confirmed that reserved practice rights will be implemented simultaneously for CAB and BCIA. A template has been distributed by OPSG to all regulators as a reference on how legislation is drafted.

The revisions to the following had been approved by the Governance Committee prior to this Council meeting:

- a) Revised Governance Manual
- b) Revised 2021 Travel Expense Policy
- c) Revised Terms of Reference for Committees and Working Groups

Next Steps: Human Resources and Committee policies to be aligned with these documents.

Action: To update the Governance Manual to use the terms Registrants and Students instead of Members; JP Ellson will update.

Action: Strategic Plan - BCIA Council exists to implement the mandate of the Institute; add this to Section 2 and reference the PGA - JP to revise

Action: Section 3, page 3 under 'Authority.....' Councillors shall serve in other ways – remove. JP to revise

Action: Section 3, page 4: President **must preside**. JP to revise

Action: Section 3, page 6: name both working groups – PGA & Communications, and add Executive Committee. JP to revise

Action: Section 4, page 3, bullet 6: Clarify how a complaint may apply to staff or CEO. JP to revise

Action: Travel Expense Policy, second paragraph – correct spelling of British Columbia on page 1 first mention.

Motion to table the revised Governance Manual to an email vote at a later date. **Carried**

Motion to approve the revised 2021 Travel Expense Policy with a minor edit. **Carried**

Motion to table the revised Terms of Reference for Committees and Working Groups to an email vote at a later date. **Carried**

Action: Template language should be the same for all TORs. JP to ensure consistency

Action: Place bullet under ‘Succession Planning’ to include Council is to renew/approve the term renewals for committees. Chairs should recap with members if they are planning to continue after their current term. Annual committee and working group AGM reports to include succession planning. JP to revise

5. Provincial AGM Debrief

Went smoothly, went over time slightly due to OSPG. Pre-motioning of motions moved things along, however one registrant strongly disagreed with this practice. Liked two chat boxes; liked moderator; liked AGM; everyone understood livestreaming conference is cost prohibitive, so only the *Ask your Council/ Bear Pit* session may be livestreamed.

6. Councillors’ Dedicated Email Addresses

Action: Bonnie and Jessica to work together to develop email address for each District Registrant Councillor and Lay Councillors.

7. Other Business: Exit Interview for Bonnie Keleher & Next meeting

Next Meeting: It was determined that the October 1-2, 2021 meeting will be extended by one day to end on Sunday, Oct 3rd at 12 noon.

Action: Julia to make the date change with the hotel, Council calendars and the Council website.

COVID-19: Right to refuse in person meetings: JP Ellson brought up the topic of COVID-19 vaccinations in preparation for Oct 1-3, 2021 meeting as a workplace safety issue.

Action: This topic to be brought forward in September.

Lay and Returning Councillors’ Orientation: has been scheduled for June 15th with JP Ellson (virtual).

8. Adjournment

Motion to adjourn the meeting at 1:30 pm. **Carried**

9. In-Camera

In-camera session not required.

Upcoming Quarterly Meetings and Check-In Calls

- Tuesday August 10, 2021 at 7pm (suggested call)
- *Quarterly Meeting:* October 1-3, 2021 at 6pm Marriot Airport Hotel, Richmond
- Tuesday, November 2, 2021 at 7pm (suggested call)
- *Quarterly Meeting:* December 3-4, 2021 at 6pm, Sheraton Hotel, Richmond